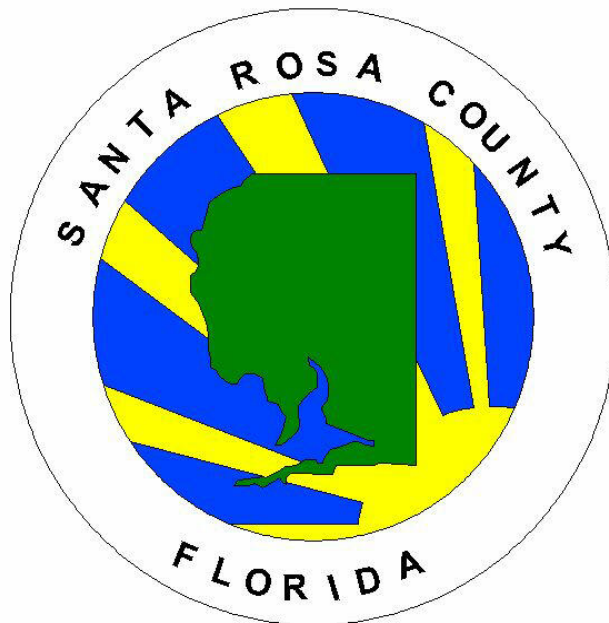


APPENDIX 7

EMERGENCY SUPPORT FUNCTION (ESF) PLAN



Prepared by:

Santa Rosa County Division of Emergency Management

2005

EMERGENCY SUPPORT FUNCTIONS (ESFs)

NOTE: The Emergency Support Function (ESF) Plans have been reformatted for inclusion into the 2005 CEMP as a reference document. No substantial revision to the ESF plans have been made, with the exception of the listings of primary and support agencies for each ESF.

Each ESF Plan is developed and updated by the respective lead agency, in conjunction with Santa Rosa County Emergency Management.

EMERGENCY SUPPORT FUNCTIONS (ESFs)

During a disaster, Santa Rosa County Emergency Management may activate the Emergency Operations Center to support the responding agencies through the Incident Commander. The Emergency Operations Center is staffed and operated by the employees of Santa Rosa County, representatives of municipalities and other key response and recovery organizations.

The agencies and department representatives are organized according to the function that they are tasked to support, such as energy, food and water, firefighting, etc. These functions are called “*Emergency Support Functions (ESF)*”.

Emergency Support Functions represent functional groupings of types of assistance that jurisdictions are likely to need. A single agency is charged with responsibility for ESF operations. Many other agencies support the primary agency, (see Figure 6 - Emergency Support Function Matrix/Primary and Support). An agency may be designated as primary for an ESF for a number of reasons. The agency may have a statutory responsibility to perform that function; or through its programmatic or regulatory responsibilities, the agency may have developed the necessary expertise to lead the ESF. In some agencies, a portion of the agency's mission is similar to the mission of the ESF; therefore, the skills to respond in a disaster can be immediately translated from the daily business of that agency. For whatever the reason an agency is designated as the Primary Agency, that agency will have the necessary contacts and expertise to coordinate the activities of that support function. Further, a single agency may be involved in more than one ESF.

When the EOC is activated, the designated ESF lead agencies send a representative to the EOC to coordinate that ESF. The Primary Agency has discretion as to how many, if any, support agencies they will require to support them or represent that ESF in the EOC. Due to the limited space available in the EOC, the attendance of support agencies should be closely coordinated.

The Primary Agency for the ESF will be responsible for obtaining all information relating to ESF activities and requirements caused by the disaster and disaster response. This information gathering will frequently require the Primary Agency to step outside traditional information gathering protocols. Within the SRC EOC, requests for assistance will be tasked to the corresponding ESF for completion. The Primary Agency will be responsible for coordinating the delivery of that assistance to the disaster area.

The Santa Rosa County ESF system is distinctly different from the one used by FEMA (See ESF Comparison Chart on the following page). Santa Rosa County's ESF system mirrors the ESF system used by the State of Florida, in order to maximize communication and ensure consistency with the next higher level of government. Each ESF at the County EOC interfaces with the corresponding ESF Agency at the State Level. This ESF process is also used by the State of Florida to respond to local requests for assistance. Therefore, if the State of Florida makes the determination to adopt the system currently used by FEMA, Santa Rosa County is fully prepared to transition as well. Until such time, however, Santa Rosa County will continue to use the existing system and has included the ESF Comparison Chart to illustrate the differences that may be encountered between the FEMA ESF system and the Santa Rosa County/State of Florida ESF system.

There are seventeen ESFs in Santa Rosa County, each with its own ESF Plan, which has been included as an Appendix to this CEMP, for easy reference. The seventeen ESF's are as follows:

SANTA ROSA COUNTY EMERGENCY SUPPORT FUNCTION LIST

ESF 1	TRANSPORTATION	ESF 10	HAZARDOUS MATERIALS
ESF 2	COMMUNICATIONS	ESF 11	FOOD AND WATER
ESF 3	PUBLIC WORKS AND ENGINEERING	ESF 12	ENERGY
ESF 4	FIREFIGHTING	ESF 13	MILITARY
ESF 5	INFORMATION AND PLANNING	ESF 14	PUBLIC INFORMATION
ESF 6	MASS CARE	ESF 15	VOLUNTEERS AND DONATIONS
ESF 7	RESOURCE SUPPORT	ESF 16	LAW ENFORCEMENT AND SECURITY
ESF 8	HEALTH AND MEDICAL	ESF 17	ANIMAL PROTECTION/AGRICULTURE
ESF 9	SEARCH AND RESCUE		

EMERGENCY SUPPORT FUNCTIONS (ESFs)

EMERGENCY SUPPORT FUNCTION COMPARISON CHART

NOTE: There are distinct variations in the Emergency Support System of Santa Rosa County and the one outlined in the National Response Plan and adopted by FEMA. These differences are shown below in order to facilitate understanding and interaction with the appropriate ESF's at the Federal Level.

Santa Rosa County's ESF system mirrors the ESF system used by the State of Florida, in order to maximize communication and ensure consistency. If, or when, the State of Florida adopts the system used by FEMA, Santa Rosa County is fully prepared to transition as well. Until such time, the following comparison chart illustrates the differences.

SANTA ROSA COUNTY ESF'S		NATIONAL RESPONSE PLAN/FEMA	
ESF 1	TRANSPORTATION	ESF 1	TRANSPORTATION
ESF 2	COMMUNICATIONS	ESF 2	COMMUNICATIONS
ESF 3	PUBLIC WORKS AND ENGINEERING	ESF 3	PUBLIC WORKS AND ENGINEERING
ESF 4	FIREFIGHTING	ESF 4	FIREFIGHTING
ESF 5	INFORMATION AND PLANNING	ESF 5	EMERGENCY MANAGEMENT
ESF 6	MASS CARE	ESF 6	MASS CARE, HOUSING, AND HUMAN SERVICES
ESF 7	RESOURCE SUPPORT	ESF 7	RESOURCE SUPPORT
ESF 8	HEALTH AND MEDICAL SERVICES	ESF 8	PUBLIC HEALTH AND MEDICAL SERVICES
ESF 9	SEARCH AND RESCUE	ESF 9	URBAN SEARCH AND RESCUE
ESF 10	HAZARDOUS MATERIALS	ESF 10	OIL AND HAZARDOUS MATERIALS RESPONSE
ESF 11	FOOD AND WATER	ESF 11	AGRICULTURE AND NATURAL RESOURCES
ESF 12	ENERGY	ESF 12	ENERGY
ESF 13	MILITARY	ESF 13	PUBLIC SAFETY AND SECURITY
ESF 14	PUBLIC INFORMATION	ESF 14	LONG TERM COMMUNITY RECOVERY AND MITIGATION
ESF 15	VOLUNTEERS AND DONATIONS	ESF 15	EXTERNAL AFFAIRS
ESF 16	LAW ENFORCEMENT AND SECURITY		
ESF 17	ANIMAL PROTECTION/AGRICULTURE		

EMERGENCY SUPPORT FUNCTIONS (ESFs)

PRIMARY AND SUPPORT AGENCIES FOR EACH EMERGENCY SUPPORT FUNCTION

County/State/Federal & Other Agencies	ESF 1	ESF 2	ESF 3	ESF 4	ESF 5	ESF 6	ESF 7	ESF 8	ESF 9	ESF 10	ESF 11	ESF 12	ESF 13	ESF 14	ESF 15	ESF 16	ESF 17
ARC of NW Florida					S	P					S				S		
Area Veterinarians																	S
AT & T Wireless		S															
Baptist Life Flight	S							S									
BellSouth		S															
CERT															S		
Civil Air Patrol	S			S													
Dist. 1 Medical Examiners Office								S									
Eglin AFB DP Office													S				
Esc. River Electric Coop.												S					
FEPA					S												
FHP																S	
FL Assoc. of Broadcasters														S			
FDACS				S							P						
FDCFS														S	S		
FDEM					S												
FDEP										S							
FDLE (Amber Program)														S			
FDLE																S	
FDOEA														S			
FDOI														S			
FDOT	S									S				S		S	
FG&FWFC																S	
FMCC																S	
FNG													S			S	
FPSC														S			
GB City Manager Office					S												
GB Hospital								S									
GB Police Dept.				S												S	
GB Public Works Dept.			S					S		S		S					
GB Utility Depts.												S					
GB Zoo																	S
Governor's Press Off.														S			
Gulf Power												S					
Hurlburt Field DP Office													S				
Jay Hospital								S									
Jay Public Works Dept.			S					S		S		S					
Jay Town Manager Office					S												
Lifeguard Air Amb.								S									
Milton City Manager Office					S												
Milton Police Department				S		S										S	
Milton Public Works Dept			S					S		S		S					
Milton Utility Depts.												S					
Nextel		S															
NWS Mobile Office					S												
RSVP															P		
Retail Fuel Industry												S					
Rural Metro Ambulance	S					S		S									
Sacred Heart Hospital's Air Heart	S							S									
Santa Rosa Medical Center								S									
Salvation Army						S					S				S		
Southern Link		S															
SRC & Muncip. Fire/ Rescue Dept/Dist				S					S	S							
SRC Admin. Office					S		S							S			
SRC Animal Services								S									P
SRC ARES		S				S		S	S					S			
SRC Board of Realtors			S														

EMERGENCY SUPPORT FUNCTIONS (ESFs)

SRC BOCC					S									S			
SRC Building Insp. Dept.			S														
SRC Clerk of Courts					S		S										
SRC Code Enforcement																S	
SRC Computer Department		S															
SRC DEM				S	P	S				S		P	P	S	S		
SRC Dept. of Health					S	S		P		S	S	S					
SRC Dist. Sch. Admin.						S					S						
SRC Dist. Sch. Transp.	P			S				S									
SRC EAS		S															
SRC Enhanced 911		P															
SRC ECC		S		P													
SRC Elections Office					S												
SRC Emerg. Comm. Dir.														S			
SRC Envir. Health Dept.			S													S	
SRC Extension Office																	S
SRC FF Association				S				S		P							
SRC Finance Office							S										
SRC Mosquito Ctl.			S					S									
SRC Office of Mgt. & Bud.							P										
SRC Planning and Zoning					S												
SRC Property Appr.			S		S												
SRC PIO					S									P			
SRC Public Works Dept.	S		P	S				S	S	S		S					
SRC Search and Rescue				S					P								
SRC Sheriff's Office	S	S		S	S	S			S	S	S					P	S
Team Santa Rosa															S		
United Way of SRC						S									S		
Verizon Wireless		S															
VOAD															S		
Wadkins Electronics		S															
Whiting Field DP Office													S				

EMERGENCY SUPPORT FUNCTIONS (ESFs)

BRIEF DESCRIPTION OF EMERGENCY SUPPORT FUNCTIONS

ESF 1 Transportation

Purpose: The purpose of this ESF is to coordinate the use of transportation resources to support the needs of local governments, voluntary organizations, and other emergency support groups requiring transportation capacity to perform their emergency response, recovery, and assistance missions.

State Lead Agency: Department of Transportation

Primary Agency: Santa Rosa County District Schools (Transportation Director)

Support Agencies: Florida Department of Transportation
Civil Air Patrol
Santa Rosa County Sheriff's Office
Santa Rosa County Public Works Department
Rural Metro Ambulance
Baptist Hospital's Life Flight
Sacred Heart Hospital's Air Heart

ESF 2 Communications

Purpose: The purpose of this ESF is to provide rapid, reliable, and efficient means of transmitting and receiving emergency information necessary to coordinate county operations during emergencies.

State Lead Agency: Department of Management Services/Division of Communications

Primary Agency: Santa Rosa County Enhanced 911 Division

Support Agencies: SRC Emergency Communications
SRC Computer Department
Santa Rosa County Sheriff's Office
BellSouth Telephone Company
Santa Rosa County Amateur Radio Emergency Service
Emergency Alert System
Wadkins Electronics
Nextel
Southern Link
AT&T
Verizon

EMERGENCY SUPPORT FUNCTIONS (ESFs)

ESF 3 Public Works and Engineering

Purpose: The purpose of this ESF is to evaluate infrastructure damage and coordinate emergency debris clearing of essential roads within Santa Rosa County. ESF 3 will also coordinate emergency contracting, building inspections, engineering services, and demolitions. ESF 3 will allocate debris clearing and Public Works equipment and process all requests for needs and donations of Public Works and debris clearing equipment.

State Lead Agency: Department of Transportation

Primary Agency: Santa Rosa County Public Works Department

Support Agencies: Santa Rosa County Property Appraiser's Office
Santa Rosa County Building Inspection and Permit Department
Santa Rosa County Board of Realtors
City of Milton Public Works Department
City of Gulf Breeze Public Works Department
Town of Jay Public Works Department
Santa Rosa County Environmental Health Department
Santa Rosa County Mosquito Control/Solid Waste Department

ESF 4 Firefighting

Purpose: The purpose of this ESF is to manage and coordinate firefighting support within Santa Rosa County to suppress urban, rural and wildland fires resulting from or occurring coincidentally with a significant disaster condition or event. ESF 4 will allocate county fire resources and personnel to assure adequate fire suppression capability. ESF 4 will process all requests for needs and donations of fire suppression and rescue equipment. ESF 4 will coordinate with the Volunteer Personnel Center to provide adequate relief for fire services personnel.

State Lead Agency: Department of Insurance/State Fire Marshall

Primary Agency: Santa Rosa County Emergency Communications Center

Support Agencies: Santa Rosa County Firefighter's Association
Santa Rosa County and Municipality Fire/Rescue Departments/Districts
Florida Department of Agriculture & Consumer Services (Division of Forestry)
Santa Rosa County Sheriff's Office
Santa Rosa County Division of Emergency Management
Gulf Breeze Police Department
Milton Police Department
Santa Rosa County District Schools (Transportation Director)
Santa Rosa County Public Works Department
Santa Rosa County Search & Rescue
Civil Air Patrol

EMERGENCY SUPPORT FUNCTIONS (ESFs)

ESF 5 Information and Planning

Purpose: The purpose of this ESF is to collect information regarding the situation from each ESF in order to assess personal and property losses and determine the current situation. Initial reports are the necessary basis for the Governor's decision to declare a state of emergency and to request a Presidential Emergency or Disaster Declaration. Additionally, Information and Planning reports form the basis for determining specific types and extent of assistance needed in the affected area.

State Lead Agency: Department of Community Affairs/Division of Emergency Management

Primary Agency: Santa Rosa County Division of Emergency Management

Support Agencies: Santa Rosa County Planning and Zoning
Santa Rosa County Administrator's Office
Santa Rosa County Board of County Commissioners' Office
Santa Rosa County Public Information Officer
Santa Rosa County Property Appraiser's Office
Santa Rosa County Sheriff's Office
Santa Rosa County Clerk of Courts
Santa Rosa County Elections Office
Santa Rosa County Department of Health
Gulf Breeze City Manager's Office
Milton City Manager's Office
Jay Town Manager's Office
American Red Cross of Northwest Florida
Florida Emergency Preparedness Association
National Weather Service Office - Mobile
Florida Department of Emergency Management

ESF 6 Mass Care

Purpose: This ESF coordinates the establishment of sheltering and feeding centers for the county in the event of natural or manmade disasters. Coordination of relief supplies, delivery, and sheltering of evacuees and displaced disaster victims will be conducted by all volunteer and government agencies that operate victim assistance programs. Other responsibilities include documentation and reporting of shelter residents, shelter injuries and casualties, determining needs, the processing of all requests for meeting those needs and secure donations of life supporting supplies; Coordinates with Supporting Agencies to provide adequate volunteers to relieve shelter volunteers and assist in addressing other mass care duties

State Lead Agency: Department Business and Professional Regulation

Primary Agency: American Red Cross of Northwest Florida

Support Agencies: Santa Rosa County Division of Emergency Management
Santa Rosa County Department of Health
Santa Rosa County District Schools (Asst. Super. for Admin Srvcs)
Santa Rosa County Sheriff's Office
Salvation Army
Santa Rosa County Amateur Radio Emergency Service

EMERGENCY SUPPORT FUNCTIONS (ESFs)

Rural Metro Ambulance
United Way of Santa Rosa County
Milton Police Department

ESF 7 Resource Support

Purpose: Resource Support provides logistical and resource support to the Board of County Commissioners (BOCC), the Emergency Operations Center (EOC) and all other Constitutional Officers and county departments, with priority being the protection and management of county assets.

State Lead Agency: Department of Management Services/Division of Purchasing

Primary Agency: Santa Rosa County Office of Management & Budget

Support Agencies: Santa Rosa County Administrative Services
Santa Rosa County Finance Office
Santa Rosa County Clerk of the Courts

ESF 8 Health and Medical Services

Purpose: The Health and Medical Services ESF identifies health and medical needs of the entire county after a disaster. They coordinate the health and medical resources needed following a significant natural disaster or manmade event. Since this ESF encompasses so many requirements, ESF 8 is divided into four parts. Part I covers the Emergency Medical Service Perspective; Part II will cover the health, medical, and sanitation. Part III covers water supply, and Part IV is the mortuary section.

State Lead Agency: Department of Health

Primary Agency: Santa Rosa County Department of Health

Support Agencies: Rural Metro Ambulance
Santa Rosa County Firefighters' Association
Santa Rosa Medical Center
Gulf Breeze Hospital
Jay Hospital
Santa Rosa County District Schools (Transportation Director)
Baptist Hospital Life Flight
Sacred Heart Hospital's Air Heart
Santa Rosa County Animal Services
Santa Rosa County Amateur Radio Emergency Service
Life Guard Air Ambulance Service
Santa Rosa County Mosquito Control
Santa Rosa County Public Works Department
City of Milton Public Works Department
City of Gulf Breeze Public Works Department
Town of Jay Public Works Department
District 1 Medical Examiner's Office

EMERGENCY SUPPORT FUNCTIONS (ESFs)

ESF 9 Search and Rescue

Purpose: The Search and Rescue ESF coordinates the use of resources in both urban and non-urban search and rescue in response to an actual or potential disaster condition. The search and rescue activities in the field include, but are not limited to, locating and extricating victims in distress.

State Lead Agency: Department of Insurance/State Fire Marshall

Primary Agency: Santa Rosa County Search and Rescue

Support Agencies: Santa Rosa County and Municipality Fire/Rescue Departments/Districts
Santa Rosa County Public Works Department
Santa Rosa County Sheriff's Office
Santa Rosa County Amateur Radio Emergency Service
Santa Rosa County Firefighter's Association
District 1 Medical Examiner's Office

ESF 10 Hazardous Materials

Purpose: The Hazardous Materials ESF provides resource support in response to an actual or potential discharge and/or release of hazardous materials resulting from a natural, manmade, or technological disaster.

State Lead Agency: Department of Environmental Protection

Primary Agency: Santa Rosa County Firefighter's Association

Support Agencies: Santa Rosa County and Municipality Fire/Rescue Departments/Districts
Santa Rosa County Department of Health
Santa Rosa County Division of Emergency Management
Santa Rosa County Public Works Department
Santa Rosa County Sheriff's Office
City of Milton Public Works Department
City of Gulf Breeze Public Works Department
Town of Jay Public Works Department
Florida Department of Environmental Protection
Florida Department of Transportation

EMERGENCY SUPPORT FUNCTIONS (ESFs)

ESF 11 Food and Water

Purpose: The Food and Water ESF coordinates food and water distribution from the recovery staging areas to local distribution sites. They process all requests food and water supplies, and monitor the collection and sorting of all donated food and water supplies. They also coordinate with the volunteer personnel center to provide adequate relief for volunteers.

State Lead Agency: Department of Agriculture and Consumer Services

Primary Agency: Department of Agriculture and Consumer Services-Division of Forestry

Support Agencies: Santa Rosa County Department of Health
Santa Rosa County District Schools (Asst. Super. for Admin. Svcs)
Santa Rosa County Sheriff's Office
American Red Cross of Northwest Florida
Salvation Army

ESF 12 Energy

Purpose: The Energy ESF coordinates and directs the restoration of water, sewer, electrical power, phone service, and fuel supplies. The Energy ESF prioritizes energy and utility repairs and provides updates about areas of restoration through ESF 5 (Information and Planning). ESF allocates local energy and utility resources and processes all requests for needs and donations of energy-related equipment and supplies.

State Lead Agency: Public Service Commission/Department of Community Affairs

Primary Agency: Santa Rosa County Division of Emergency Management

Support Agencies: Gulf Power Electrical Company
Santa Rosa County Public Works Department
City of Gulf Breeze Utilities Department
City of Gulf Breeze Public Works Department
City of Milton Utilities Department
City of Milton Public Works Department
Town of Jay Public Works Department
Santa Rosa County Department of Health
Escambia River Electric Cooperative Inc.
Retail Fuel Industry

EMERGENCY SUPPORT FUNCTIONS (ESFs)

ESF 13 Military Support

Purpose: The Military Support ESF interfaces with Military Support (Florida National Guard) in times of a major or catastrophic disaster and/or civil unrest and coordinates with local military resources as appropriate.

State Lead Agency: Department of Military Affairs/Florida National Guard

Primary Agency: Santa Rosa County Division of Emergency Management

Support Agencies: Florida National Guard
 Whiting Field Disaster Preparedness
 Hurlburt Field Disaster Preparedness
 Eglin AFB Disaster Preparedness

ESF 14 Public Information

Purpose: The Public Information ESF provides a rapid means of disseminating accurate information from the Santa Rosa County Board of County Commissioners and Division of Emergency Management to the public, county officials, emergency services staff, media outlets, municipal officials, and citizens. ESF 14 provides rumor control and warning procedures during an emergency. ESF 14 maintains a Public Education Information library and necessary records. ESF maintains liaison with municipalities, contiguous political jurisdictions and state and federal levels.

State Lead Agency: Department of Community Affairs

Primary Agency: Santa Rosa County Public Information Officer

Support Agencies: Santa Rosa County Division of Emergency Management
 Santa Rosa County Administrator
 Santa Rosa County Board of County Commissioners
 Emergency Communications Director
 Governor's Press Office
 Santa Rosa County Amateur Radio Emergency Service
 Florida Department of Children and Family Services
 Florida Department of Elder Affairs (SR Aging Svcs)
 Florida Department of Transportation
 Florida Department of Insurance
 Florida Public Service Commission
 Florida Association of Broadcasters
 Florida Department of Law Enforcement's Amber Program

EMERGENCY SUPPORT FUNCTIONS (ESFs)

ESF 15 Volunteers and Donations

Purpose: The Volunteers and Donations ESF analyzes the status of Unmet Needs and expedites the delivery of voluntary goods and services to support the relief effort in a disaster area in a manner consistent with the provisions of Emergency Management directives and decisions.

State Lead Agency: Florida Commission on Community Service

Primary Agency: Retired and Senior Volunteer Program (RSVP)

Support Agencies:

- Santa Rosa County Division of Emergency Management
- American Red Cross of Northwest Florida
- Florida Department of Children and Family Services
- Salvation Army
- Volunteer Organizations Active in Disasters (VOAD)
- United Way of Santa Rosa County
- Santa Rosa County Citizen Emergency Response Team

ESF 16 Law Enforcement and Security

Purpose: The Law Enforcement and Security ESF establishes procedures for the command, control, and coordination of county, municipal, and local state law enforcement personnel/equipment to support emergency/disaster response operations. ESF 16 coordinates with the Florida National Guard and other external law enforcement agencies in support of security missions and other activities; ESF 16 implements actions as outlined in the Florida Mutual Aid Plan for law enforcement pursuant to Chapter 23.123 1, the Florida Mutual Aid Act.

State Lead Agency: Department of Law Enforcement

Primary Agency: Santa Rosa County Sheriff's Office

Support Agencies:

- Municipal Police Departments
- Florida Highway Patrol
- Florida Department of Law Enforcement
- Florida Department of Transportation
- Florida Game and Fresh Water Fish Commission
- Florida National Guard
- Florida Motor Carrier Compliance
- Santa Rosa County Code Enforcement
- Santa Rosa County Environmental Department

EMERGENCY SUPPORT FUNCTIONS (ESFs)

ESF 17 Animal Protection/Agriculture

Purpose: The Animal Protection/Agriculture ESF provides for the coordination of local resources to address the needs pertaining to pet, livestock, and exotic animal care before, during, and following a significant natural or technological disaster. Santa Rosa County Animal Services coordinates support for small animals and the Santa Rosa County Extension Service coordinates support for large animals.

State Lead Agency: Department of Agriculture and Consumer Services

Primary Agency: Santa Rosa County Animal Services

Support Agencies: Santa Rosa County Extension Office
 Santa Rosa County Sheriff's Office
 Gulf Breeze Zoo
 Area Veterinarians

2005

EMERGENCY SUPPORT FUNCTION



TRANSPORTATION

TRANSPORTATION UNIT
Infrastructure Branch
Operations Section

EMERGENCY SUPPORT FUNCTION: #1

STATE LEAD AGENCY: Department of Transportation

PRIMARY AGENCY: Santa Rosa County District Schools (Transportation Director)

SUPPORT AGENCIES: Florida Department of Transportation
Civil Air Patrol
Santa Rosa County Sheriff's Office
Santa Rosa County Public Works Department
Rural Metro Ambulance
Lifeguard Air Ambulance Service
Baptist Hospital Life Flight
Sacred Heart Hospital Air Heart

I. Introduction

A. Purpose

The purpose of this ESF is to coordinate the use of transportation resources to support the needs of local governments, voluntary organizations, and other emergency support groups requiring transportation capacity to perform their emergency response, recovery, and assistance missions.

B. Scope

The provision of transportation support includes:

1. Performing necessary actions to assist with emergency evacuation and reentry of threatened areas
2. Processing all transportation assistance requests from the Emergency Operations Centers (EOC)
3. Allocating and/or prioritizing public and private transportation resources for the transportation of people, materials, goods, and services to impacted areas; This includes the modes of highway, rail, air, and water.
4. Establishing emergency highway traffic regulations to restrict access to roadway use as appropriate

5. Performing necessary actions to assist with recovery operations
6. Monitoring the condition of all roadways in an around the County.
7. Ensuring appropriate agencies are informed of the status.

C. Policies

1. The assets available to ESF-1 will be used to assist the County emergency operations agencies and other ESF with their emergency efforts to move people, materials, equipment and other resources as necessary. The priorities for allocation of these assets will be:
 - a. Evacuating persons from immediate peril
 - b. Maintaining traffic movement for self-evacuation and reentry transport of emergency resources
 - c. Transporting materials, personnel, and supplies for the support of emergency activities being conducted by local EOC or ESF
 - d. Transporting relief supplies necessary for recovery from the emergency
2. The Emergency Transportation Coordinator (ETC) will coordinate activities of ESF-1 and, with assistance from the support agencies, prioritize the allocation of available resources.
3. This plan was written with the assistance of State of Florida Comprehensive Emergency Management Plan, see Annex ESF-1-B.

D. Planning Assumptions

1. All available local transportation resources will be committed and additional help will be needed from the State.
2. Coordination with local and other ESF efforts will be required.
3. Damaged areas will be restricted and not readily accessible, except in some cases by air or water.

II. Concept of Operations

A. General

1. Transportation (ESF-1) is under the leadership of the ETC who will coordinate transportation requirements with the various resources available. When activation of the EOC is implemented, this person will staff the Transportation (ESF-1) workstation, identify which support agencies for Transportation (ESF-1) are needed, and take steps to assure that support agencies are activated or on alert as appropriate.
2. Transportation (ESF-1) will respond to requests for local transportation assistance. It is anticipated that after evacuation efforts are completed, the majority of the requests for transportation resources will be initiated by other ESF to assist in providing aid to those in need.
3. Upon activation, the ETC representative will notify which department personnel and Transportation (ESF-1) support agencies that may be called upon to provide emergency support. The ETC will coordinate the utilization of other departments that are support agencies to Transportation (ESF-1) for vehicles, equipment, and personnel when the EOC is activated.
4. The transportation team members will assemble at the Skyline Volunteer Fire District (VFD) (6537 Firehouse Road, Milton), across from the school bus barn upon notification through the County alert system (plectron).
5. Team members include Emergency Management volunteers and volunteer firefighters, who are radio equipped, skilled in various degrees of first aid, and have received training in handling elderly and individuals with special needs.
6. Communication with buses will be through the dispatch center at the Skyline VFD, school bus barn, and the office. Drivers will be instructed to pickup passengers at the designated area. See Attachment 1, and at any other location where evacuees are located.
7. Buses will initially be fueled at the school bus barn (6544 Firehouse Road; Milton) in Skyline where fuel is available, from storage:

Diesel	10,000 gallons
Unleaded	5,000 gallons

Along the evacuation routes, fuel is available at:

Holley-Navarre Intermediate School	10,000 gallons diesel
Gulf Breeze Elementary School	2,000 gallons diesel
Pace High School	6,000 gallons diesel

Besides the storage of fuel at the schools, there are additional county fuel storage facilities along the evacuation route. There would be no requirement to use private gasoline suppliers, although they are available.

8. Main pickup centers for personnel needing transportation to shelters see attachment 1
9. Agreement with agencies involved in this ESF and a list of the resources are included as Attachment 2.

B. Organization

STATE LEAD AGENCY: Department of Transportation

PRIMARY AGENCY: Santa Rosa County District Schools (Transportation)

SUPPORT AGENCIES: Department of Transportation
Civil Air Patrol
Santa Rosa County Sheriff's Office
Santa Rosa County Public Works Department
Rural Metro Ambulance
Lifeguard Air Ambulance Service
Baptist Hospital Life Flight
Sacred Heart Hospital Air Heart

C. Notification

1. In the event of a potential threat, the primary agency will be notified using the numbers listed in the Santa Rosa County Hurricane Procedure booklet.
2. The ETC will notify each support agency.
3. If it appears that evacuation transportation may be required from the Santa Rosa County School District, the Assistant Superintendent of Administration will notify the Director of Transportation to advise him of the potential need. If he/she is not available, the Supervisor of Vehicle Maintenance will be called. He/she will then call in the drivers and necessary support personnel. All drivers will be paid drivers, no volunteer drivers will be allowed, even if they are regular school bus drivers. Buses will be dispatched via radio, as requested by Emergency Management.

III. Emergency Support Functions

A. Response

1. Initial Actions

- a. Inventories of available vehicular resources will be verified and provided to Transportation (ESF-1).
- b. Each Transportation (ESF-1) agency will establish communications with its appropriate field personnel and ensure that they are ready for timely response.
- c. Coordination will be established with support agencies to prioritize and develop strategies for the initial response.
- d. Resources will be pre-positioned when it becomes apparent that state transportation resources will be required.
- e. Any transportation resources that may be needed in recovery should be removed from the potential disaster area to the nearest staging area.
- f. Equipment accessible to Transportation (ESF-1) agencies will be committed when evacuation or reentry of a designated area is authorized and local transportation resources are not sufficient.
- g. Mass Care (ESF-6) and Health and Medical (ESF-8) will coordinate with ground transportation to appropriate evacuation shelters.
- h. We have no areas affected by the potential event of the need to lock down drawbridges.
- i. The Florida Department of Transportation will direct that tolls be lifted at specific sites to assist in the evacuation of an area or region.
- j. ESF-10 (Hazardous Materials) will identify any known hazardous materials transports that could be affected by the imminent disaster such as an oil tanker in the bays, and potentially in harms way.

B. Recovery

1. Initial Actions

- a. Upon request, transportation resources will be provided to assist recovery activities for personnel and equipment.
- b. Develop recovery actions and strategies.

2. Continuing Actions

Transportation will continue to be provided for related activities.

IV. Responsibilities

A. Primary Agency: Santa Rosa County School Board Transportation Department

1. As the primary agency, the department will coordinate with the support agencies in directing transportation resources and prioritizing the needs for transportation services.
2. Report to the EOC any traffic control signs and signals at locations where they are needed for general navigation through and around the disaster area will be replaced.
3. The department's resources, in coordination with ESF-3 (Public Works and Engineering) as the equipment and manpower, may be more effectively used performing tasks to clear roads rather than transporting other resources.
4. ESF-7 (Resource Support) and ESF-15 (Volunteers and Donations) will supply information pertaining to potential volunteer groups, contract vendors, and other entities that may be able to supplement local and state resources.

B. Support Agencies

1. Department of Transportation

Provides assistance as needed.

2. Rural Metro Ambulance

A liaison with information on local resources for emergency transportation needs will be provided.

3. Santa Rosa Wing - Civil Air Patrol

Emergency transport of personnel, medical supplies and other life-saving resources will be provided.
4. Santa Rosa County Sheriff's Office
5. The Florida Department of Law Enforcement, through ESF-16 (Law Enforcement and Security), will coordinate state law enforcement activities, and provide emergency vehicles to transport or escort emergency personnel and vital supplies.
6. Santa Rosa County Public Works Department

A liaison with information on local emergency transportation needs will be provided.
7. Lifeguard Air Ambulance Service

A liaison with information on local emergency transportation needs will be provided.
8. Baptist Hospital Life Flight

Provide emergency medical air transportation and will assist in emergency searches conducted in the County; Contact is maintained through a direct connect line between the County and Baptist Hospital's Life Flight Dispatch Center
9. Sacred Heart Hospital's Air Heart

Provide emergency medical air transportation and will assist in emergency searches conducted in the County; Contact is maintained through a direct connect line between the County and Sacred Heart Hospital's Air Heart Dispatch Center

ATTACHMENT 1

MAIN PICKUP CENTERS

Holley-Navarre Primary School
Gulf Breeze Elementary, Middle, and High School
Midway VFD - Sta. 2/ Oriole Beach School
Floridatown Park
Pace VFD - Sta. 1 (Majors St.)
Pea Ridge - Santa Villa Entrance
Avalon-Mulat - North Station
Dickerson City -Avalon-Mulat VFD - South Station
East Milton – East Milton VFD Sta. 1 (Ward Basin Road)

School minibuses/vans will be used as shuttles to pickup evacuees without vehicles and transport to main pickup points. The Santa Rosa County School Board will promulgate the pickup schedule.

ATTACHMENT 2

RESOURCE LISTING

Listed below are resources in Santa Rosa County that may be utilized in an emergency situation. The following resources include, but are not limited to, personnel, special equipment, vehicles and/or supplies.

SANTA ROSA COUNTY

SRC Sheriffs Office
5755 East Milton Rd
Milton, FL 32570
(850) 983-1100

1. Personnel: Officers 162
Reserve 5
2. Vehicles (Patrol Division): 212

SRC School Board
6544 Firehouse Drive
Milton, FL 32570
(850) 983-5120

1. Personnel: Management 5
Drivers 25
2. Vehicles: Bus 250 (55 seating capacity)
Minibus 41
Trucks & Vans 74

SRC Public Works Department
6075 Old Bagdad Highway
Milton, FL 32583
(904) 626-0191

1. Personnel: 17
2. Vehicles: Pickup Trucks 32
Dump Truck 46
Graders 11
Front-end Loaders 14
Dragline 1
Bulldozers 7

Hi-lift	1
Ditching Machine	8
Lowboys	3
Tankers	1

3.	Special Equipment:	Electric Generators	4
		Chain Saws	12

GULF BREEZE

Gulf Breeze Police Department
 313 Fairpoint Drive
 Gulf Breeze, FL 32561
 (904) 934-5121

1.	Personnel:	Sworn 27 (18 full-time/6 part-time)
		Auxiliary 3
2.	Vehicles:	23 patrol cars
		1 Deuce and a half

Gulf Breeze Public Works Department
 1070 Shoreline Drive
 Gulf Breeze, FL 32561
 (904) 932-3544

1.	Personnel:	14
2.	Vehicles:	Tractor Back-hoes 2
		Trenchers 3
		3/4 Ton Service Truck 10
		Tractors w/ Front-end Bucket 1
		2 1/2TonDumpTruck 1
		1 Ton 4-wheel Flatbed 1
3.	Special Equipment:	40kw Portable Generator 1
		4" Vacuum Assist Pump 1
		100kw Portable Generator 1
		8" Vacuum Assist Pump 1
		Chain Saws 6
		Low Boy 1
		Chipper 1

MILTON

Milton Police Department

5154 Alabama St

Milton, FL 32570

(904)623-3828

- | | | | |
|----|------------|---------|----|
| 1. | Personnel: | Sworn | 19 |
| | | Reserve | 5 |
| 2. | Vehicles: | | 19 |

Milton Public Works Department

601 Alabama Street

Milton, FL 32570

- | | | |
|----|--------------------|--|
| 1. | Personnel: | 50 |
| 2. | Vehicles: | Pickup Truck
Tractor Back-hoes
Back-hoe Trenchers
Bulldozers
Tractors
Dump Trucks
Street Sweepers
Bucket Truck
Van
Front-end Loader
Bush- hog
Chipper
2 1/2TonTruck
1 Ton Truck
Garbage Truck
Fork Lift
Sedans |
| 3. | Special Equipment: | Air Compressor |

Milton Fire Department
202 Susan Street
Milton, FL 32570
(904)623-3886

1.	Personnel:	Paid	16
		Volunteer	0
2.	Vehicles:	Pumpers	3
		Squad	1
		Cars	2
		Station Wagon	1

MISCELLANEOUS AGENCIES

Lifeguard Air Ambulance Service
4211 Jerry L. Maygarden Rd
Pensacola, FL 32504
850-473-6776

1.	Personnel:	Paramedics	23 (1 full-time / 22 part-time)
		Nurses	15 (part-time)
2.	Vehicles:	Airplanes	2
		Van	1 (non emergency)

Rural Metro Ambulance
4930 Glover Lane
Milton, FL 32570
(850) 626-8634

1.	Personnel:	Paramedics	38 (20 full-time / 18 part-time)
		EMTs	40 (20 full-time/20 part-time)
2.	Vehicles:	ALS	11
		BLS	0

SANTA ROSA COUNTY
VOLUNTEER FIRE DEPARTMENTS

<u>NAME (Dist.)</u>	<u>TRUCKS</u>	<u>VOLUNTEERS</u>	<u>FIRE DISTRICT.</u>	<u>RESCUE SQUAD</u>
Allentown (11)	4	28	YES	YES
Avalon-Mulat (12)	5	28	YES	YES
Bagdad (13)	5	15	YES	YES
Berrydale (14)	4	31	YES	YES
East Milton (15)	7	29	YES	YES
Gulf Breeze (33)	4	34	YES	YES
Harold (16)	3	10	YES	YES
Holley-Navarre (17)	5	17	YES	YES
Jay, County (27)	4	25	YES	YES
Navarre Beach (18)	3	16	YES	YES
Munson (19)	4	24	YES	YES
Pace (21)	6	35	YES	YES
Skyline (22)	7	25	YES	YES

PAID FIRE DEPARTMENTS

Midway (20)	7	35	YES	YES
Milton (23)	4	12	NO	YES
Whiting Field (24)	5	52	NO	NO

STATEMENT OF CONCURRENCE

Annex ESF 1-A

STATEMENT OF CONCURRENCE

EMERGENCY SUPPORT FUNCTION #1 - TRANSPORTATION

The signature appearing below indicates the individual has the authority to commit resources of the agency represented and agrees to the functions and tasks prescribed for this ESF. Furthermore, concurrence also indicates adequate coordination with the Support Agencies listed during the four phases of emergency management (Preparedness, Response, Recovery and Mitigation). Should a Support Agency not accept their respective roles in this ESF, please notify the Division of Emergency Management by annotating the list below before completing and returning it to DEM for inclusion in the SRC ESF Plan.

PRIMARY AGENCY: Santa Rosa County School District (Transportation)

_____	_____	_____
(Signature)	(Printed Name)	(Date)

SUPPORTING AGENCIES:

Florida Department of Transportation

Civil Air Patrol

Santa Rosa County Sheriff's Office

Santa Rosa County Public Works Department

Rural Metro Ambulance

Baptist Hospital Life Flight

Sacred Heart Hospital Air Heart

Lifeguard Air Ambulance Service

**STATE OF FLORIDA COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN 2005**

APPENDIX I

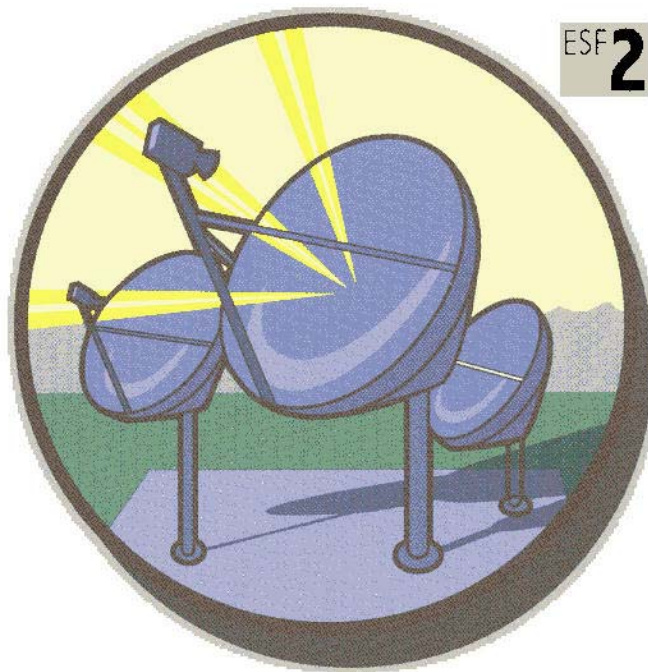
ESF-1 – TRANSPORTATION

Annex ESF 1-B

Nov 2005

2005

EMERGENCY SUPPORT FUNCTION #2



COMMUNICATIONS

COMMUNICATIONS BRANCH LOGISTICS SECTION

EMERGENCY SUPPORT FUNCTION: #2

STATE LEAD AGENCY: Department of Management Services/Division of Communications

PRIMARY AGENCY: Santa Rosa County Enhanced 9-1-1 Division

SUPPORT AGENCIES: Santa Rosa County Emergency Communications
Santa Rosa County Sheriff's Office
Santa Rosa County Computer Department
Milton Police Department Dispatch
Gulf Breeze Police and Fire Dispatch
BellSouth Telephone Company
Santa Rosa County Amateur Radio Emergency Service
Wadkins Electronics
Nextel Partners
Wireless Telephone Companies
Southern Link

I. INTRODUCTION

A. Purpose

Provide rapid, reliable, and efficient means of transmitting and receiving emergency information necessary to coordinate county operations during emergencies.

B. Scope

Communications (ESF-2) plans, coordinates, and assists in communications support to state, county, and local disaster response elements. This ESF will coordinate the communications assets (both equipment and services) available from state agencies, voluntary groups, county agencies, the telecommunications industry, federal government agencies and the U.S. Military. Communications (ESF-2) will be the focal point of all communications activity during and after activation of the Emergency Operations Center (EOC).

C. POLICIES

1. Identify communications facilities, equipment and personnel located in and outside the affected area(s) that could be made available to support recovery efforts.
2. Identify actual and planned actions of commercial telecommunications companies to restore services.
3. Coordinate the acquisition and deployment of communications equipment, personnel, and resources to establish temporary communications capabilities within the affected area(s).

D. Planning Assumptions

1. Initially, local emergency service organizations will focus on lifesaving activities. Local government officials will work toward reestablishing control in the disaster area. A county government emergency operations organization will become the central point of coordination and control for local relief activities.
2. Initial reports of damage may be fragmented and provide an incomplete picture of the damage to communications facilities.
3. Weather and other environmental factors may restrict mobile or transportable communications equipment into the affected area.
4. The affected area's ability to communicate may be impaired.
5. The type of natural disaster may necessitate the careful consideration of sites for establishing a consolidated agency operational area, such as a tent city for centralized field communications.
6. The EOC will be operational or an alternate site will be designated prior to the disaster.

II. CONCEPT OF OPERATIONS

A. General

Under the leadership of SRC Enhanced 9-1-1 Coordinator, representatives from each of the support and voluntary agencies will staff the EOC. The role of the primary agency will be to focus coordination and ensure the

management of combined agency efforts. SRC Enhanced 9-1-1 Coordinator will report directly to the Emergency Management Director.

B. Organization

Santa Rosa County Enhanced 9-1-1 Coordinator or designee at the Emergency Operations Center is responsible for all activities within this ESF.

C. Notification

1. In the event of potential threat, primary agencies will be notified by the Emergency Operations Center using the numbers listed in the Santa Rosa County Hurricane Procedure Booklet.
2. The Primary agency in turn will notify support agencies.

III. EMERGENCY SUPPORT FUNCTIONS

A. Response

1. Begin accessing needs to pre-stage communications assets for rapid deployment into the affected area(s).
2. Determine what assets are available and nearest to the affected area(s) by each Communications (ESF-2) support agency and the time frame in deploying those assets.
3. During situations where emergency services are temporarily suspended due to hazardous conditions, the ECC will queue and prioritize emergency services requests until winds subside.

B. Recovery

1. Accumulate damage information obtained from assessment teams, the Telecommunications industry, the local county emergency operations center, and other city/ county/ state agencies.
2. Assemble a listing of all communications assets available to support a recovery mission. Other volunteer and local agencies with communications assets may be requested to contribute assets to the response effort. Industrial resources may also be considered for availability and effectiveness. Furthermore, availability,

operational condition and duration of need must be considered. The logistical requirements necessary to obtain critically needed equipment will also be evaluated.

3. Deploy the Mobile Communications Systems to coordinate with local emergency response agencies in the affected area(s).
4. Assess the need for, and obtain telecommunications industry support as required.
5. Prioritize the deployment of services based on available resources and critical needs.
6. Santa Rosa County Emergency Management participates in the State Compact Plan which provides mutual aid from other jurisdictions as it is available.
7. Prepare and process reports using established procedures, focusing specific attention to the production of after-action reports.
8. Coordinate communications support to all governmental, quasi-governmental and volunteer agencies as required.
 - a. Santa Rosa County Emergency Communications participates in the APCO Mutual Aid Plan for providing Communications personnel during disaster situations.

C. Mitigation

1. Conduct Public Awareness activities.
2. Maintain and improve communications infrastructure.

IV. RESPONSIBILITIES

A. Primary Agency

1. The County Emergency Management Director, under the direction of the Board of County Commissioners (BCC), has the responsibility and authority for the operation of the EOC and its emergency communications.
2. The County Emergency Management Director is directly responsible for the activities and establishment of ARES communication facilities in the EOC.

3. The Enhanced 9-1-1 Director, under the direction of the Emergency Management Director is directly responsible for the activities of all the LGR radios and communications in the EOC.
4. Radio officers and operators from subordinate entities of the County government or other sources, while under direct control of their own office and operating their equipment in the EOC, will be responsible to:
 - a. Adhere to the guidance of the ECC Manager to effect coordinated communications in an emergency;
 - b. Comply with the procedures outlined in the County Comprehensive Emergency Management Plan and;
 - c. Follow the procedures outlined in this ESF.
5. ECC: Communications by telephone from State Warning Point at EOC and telephone to the Sheriffs Office and municipal police departments for dispensing of warning by mobile PA units as necessary.
 - b. Support Responsibility

B. Support Agencies

1. SRC Sheriffs Department: Communications by telephone and radio to EOC and to the Sheriffs Department mobile units.
2. SRC Fire Departments: Communications by telephone and radio in the EOC to the Emergency Management units.
3. Municipal Fire Departments: Communications by telephone and radio to EOC and by radio to mobile units.
4. Municipal Police Departments: Communications by telephone and radio to EOC and to municipal police mobile units.

V. DESCRIPTION OF COMMUNICATIONS EQUIPMENT IN THE ECC

A. Radio Services

1. Emergency Services
 - a. Base stations frequency on 155.160(R) and 155.160(T)
Used for daily alerting of ambulances and on day-to-day

operation - primary altering frequency and operational on a 24-hour basis used for emergency dispatch in all emergencies. The primary channel used for daily operations is 453.950. Med. 1 and Med. 8 are used for medical control.

2. Santa Rosa County Sheriffs Office

- a. Base station on repeater frequency on 465.400/460.400. Used for two-way radio communications with the Sheriffs Office and mobile units.

- b. Total area coverage (TAQ on UHF frequencies (duplex).

Channel 1 465.400T/460.400R
Channel 2 460.400 Simplex (car to car)
Channel 3 465.350T/460.350R
Channel 4 460.350 Simplex (car to car)
Channel 5 453.375T/458.375R
Channel 6 453.375 Simplex (car to car)
Channel 7 453.975T/458.975R
Channel 9 465.275T/460.275R
Channel 11 453.675T/458.675R

*All of these channels utilize 203.5 PL

- c. This system utilizes 10 satellite locations and is interconnected by phone lines providing portable coverage in the County.

3. Highway Maintenance

- a. Base Station on 151.445 MHzRT and 159.255 MHzR on Channel Guard, 141.3. County Public Works and County Road and Bridge Departments keep evacuation and main supply routes open and furnish damage assessment as required.

4. Santa Rosa County Fire Departments

- a. Base Station and encoder on three geographically divided frequencies for alerting and dispatching various departments within their districts. Mutual and automatic aid between departments, on a 24 hour basis.

North Fire	150.995 MHzRT	155.235 MHzR	Channel Guard 192.8
Central Fire	155.055 MHzRT	154.160 MHzR	Channel Guard 179.9
South Fire	156.015 MHzRT	158.925 MHzR	Channel Guard 173.8

5. Santa Rosa County Amateur Radio Emergency Service (ARES)

- a. Communications on allocated amateur radio frequencies in the 160, 80, 75, 40, 10, and 2 meter bands. Available communications modes are:

HF (Voice) Upper Side Band (USB)
Lower Side Band (LSB)
Frequency Modulation (FM)

(Digital) Morse Code (CW)
Packet (APRS)
Radioteletype (RTTY)
Amtor

VHF-FM FM Voice
FM-Packet (APRS)

- b. ARES assigned function is to provide emergency communications support as requested by the county Emergency Management Director; and to support regional emergency communications emergencies under the guidance/direction of the county ARES Emergency Coordinator.

6. Santa Rosa County Emergency Management Local Government Radio

- a. Base Station repeater frequency on 153.905 MHzT and 155.730 MHzR on channel guard 203.5. Assigned function for Emergency Management communications for primary direction and control in all types of emergencies.

7. Hospital Emergency Administration Radio (HEAR)

- a. Base Station 155.280 MI-1zTR, regional frequency. Local and mobile frequency 155.340 MHzTR. provides emergency communications with all hospitals in the municipalities and the County. Santa Rosa Hospital uses 463.000MHzR and 468.000 MHzRT on Channel Guard 136.5.

8. Emergency Management Administrative Radio System (WEFA) located in the Emergency Management Office.
9. City of Gulf Breeze
 - a. Remote control of Base Station on 158.955T / 155.865R with encoder for dispatch of fire and rescue personnel. Use Channel Guard 203.5 for Rx & Tx.
10. Commercial telephones, teletype, warning, and alerting
 - a. Five phone positions in the ECC receive all incoming calls. All law enforcement calls are transferred to the appropriate law enforcement agency.
 - b. The key phones in the ECC contain:
 - (1) Six incoming lines: 494-7414 and 7415 / 983-5372, 5373, 5376, and 5377
 - (2) Six 911 trunks with 911 transfer capability
 - (3) Direct lines (ring down) to:
 - a. Santa Rosa County Sheriff's Department
 - b. Milton Police Department
 - c. Gulf Breeze Dispatch
 - d. Pensacola Police Department
 - e. Escambia County Fire / EMS Dispatch
 - f. Gulf Power
 - g. Milton Fire Department
 - h. Baptist Hospital Life Flight
 - i. Department of Forestry
 - j. Air Products
 - (4) Two Rural Metro administrative lines
 - c. One ESATCOM drop is located at the EOC.

This equipment is used and tested on a daily basis and any problems are directed to radio maintenance for repairs.
11. Santa Rosa county Paging System is on 155.430 MHz

VI. MOBILE COMMUNICATIONS SYSTEMS

Santa Rosa County Emergency Management owns and operates two Mobile Command Systems. These are equipped with VHF, UHF, and ARES - 2-meter VHF-FM radio equipment, cellular telephones, maps, and other informational resources.

VII. ACTIVATION AND STAFFING OF THE EOC

- A. The County Warning Point is located at the ECC and will alert and notify the Emergency Management Director of cases pending or actual disasters.
- B. The National Weather Service provides warning of possible hurricanes, tornadoes, thunderstorms and/or flooding in official announcements. They provide Emergency Management direct reports when indications of dangerous storms appear on their weather radarscope. These reports will be relayed as necessary.
- C. Natural disaster operations will be controlled by the BOCC. The Emergency Management Director will serve as the coordinating agent.
- D. The BOCC may order a state of emergency in Santa Rosa County. In such cases the area Emergency Management Office will be notified immediately. The State EOC will also be notified.
- E. When a state of emergency is ordered to be implemented in the cities or county, the EOC will be located at the Santa Rosa County Emergency Management Office. The initial emergency will be conducted by the ECC, until the EOC is properly manned. The emergency alerting is conducted using the group call of the alphanumeric paging system or via the common carrier telephone and radio as necessary.
 - 1. The Emergency Management Director and staff will alert the associated agencies and key personnel of the American Red Cross, county officials, law enforcement, fire, health, welfare, and utilities department, EBS radio station (WCOA), and communications personnel, both ARES and LGR.
- F. When the BOCC and Emergency Management Director directs the staffing of the EOC, all departments will immediately fulfill their emergency communications assignments to the EOC, as directed making sure that:

1. The communications equipment in the EOC is checked out for operational readiness.
2. Ascertain that duty rosters, personnel assignments, and staffing requirements for the communications center are adequate and that personnel are knowledgeable of the requirements.
3. Ascertain that adequate supplies and communications materials are available in the EOC.
4. Establish emergency maintenance arrangements with appropriate offices to provide emergency repairs in the EOC on a 24-hour basis.
5. Ascertain that operational logs and message handling procedures are adequate and that all personnel are familiar.

VIII. COMMUNICATIONS OPERATIONS FOR PRIMARY AND SUPPORT FUNCTIONS

- A. Each County department has specific primary and Support (P&S) activities to other departments to complete the total emergency function. The communications in the EOC are delegated as follows to serve the various departments fulfilling their P&S functions during emergencies.

1. Communications and Warning

- a. Primary Responsibility

2. Law Enforcement

- a. Primary Responsibility

SRC Sheriffs Department: Communications by telephone and radio in the EOC to mobile units. The Sheriffs Department radio is also used for mutual aid to other law enforcement services of state and local governments.

Municipal Police Departments: Communications by telephone and radio in the EOC to municipal police mobiles. Municipal police radio is also used for mutual aid to other law enforcement services of state and local governments.

b. Support Responsibility

SRC Emergency Management: Communications by telephone and radio in the EOC to the Emergency Management units.

3. Fire

a. Primary

SRC Fire Departments: Communications by telephone and radio in the EOC to fire department units.

Municipal Fire Departments: Communications by telephone and radio in the EOC to units of the municipal fire departments.

b. Support

SRC Emergency Management Search and Rescue: Communications is by radio in EOC to mobile units.

SRC Sheriffs Department: Communications by telephone and radio in the EOC to the Sheriffs Department mobile units. Mutual aid is by intrastate radio in the EOC to law enforcement agencies of state government.

Municipal Police Departments: Communications by telephone and radio in the EOC to municipal police mobile units. Mutual aid is by intrastate radio in the EOC to law enforcement agencies of state governments.

SRC Emergency Management: Communications by telephone and radio in the EOC to the Emergency Management units.

4. Rescue

a. Primary

SRC Fire Departments: Communications by telephone and radio to EOC and radio to mobile units.

b. Support

Emergency Medical Services: Communications by telephone and radio to the EOC and by radio to mobile units.

Municipal Fire Departments: Communications by telephone and radio to EOC and by radio to mobile units.

SRC Emergency Management: Communications by telephone and radio to EOC and by radio to mobile units,

SRC Emergency Management Search and Rescue: Communications by radio in the EOC to mobile units.

American Red Cross: Communications by telephone and radio in the EOC to American Red Cross units.

SRC Sheriffs Department: Communications by telephone and radio to EOC and to the Sheriffs Department mobile units.

Municipal Police Departments: Communications by telephone and radio to EOC and to municipal police mobile units.

ARES: Communications by ARES radio in the EOC to state, county, and local government ARES organizations.

REACT: Communications by telephone.

Florida Marine Patrol: Communications by telephone to the marine dispatcher.

U.S. Coast Guard: Communications by telephone in the EOC to U.S. Coast Guard units.

Air Sea Rescue: Communications by telephone.

Baptist Hospital Life Flight: Communications by telephone.

5. Engineering

a. Primary

SRC Public Works Department: Communications by telephone and radio in the EOC to engineering maintenance units.

Municipal Public Works Departments: Communications by telephone and radio in the EOC to engineering maintenance units.

b. Support

SRC Sheriffs Department: Communications by telephone and radio in the EOC to the Sheriffs Department mobile units.

ARES: Communications by ARES units.

Florida Highway Patrol: Communications by telephone in the EOC to the State Highway Patrol.

Municipal Police Departments: Communications by telephone and radio in the EOC to the municipal police mobile units.

6. Health and Medical

a. Primary health support

SRC Health Department: Communication units and mutual aid to other state and local health agencies.

b. Primary medical support

Medical Coordination of the Medical Society: Communications by telephone.

c. Primary

Santa Rosa Medical Society: Communications by telephone in the EOC to the County Medical Association units.

d. Support

SRC Emergency Management: Communications by telephone and radio in the EOC to the County Emergency Management units.

SRC Sheriffs Department: Communications by telephone and radio in the EOC to the Sheriffs Department mobile units and mutual aid to state and local law enforcement agencies.

American Red Cross: Communications by telephone and radio in the EOC to American Red Cross units.

ARES: Communications by ARES radio, the County ARES units, and to state and local government ARES, organizations for mutual aid.

7. Health and Rehabilitative Services

a. Primary

Division of Family Services: Communications by telephone in the EOC to welfare units and mutual aid to state and local welfare departments.

b. Support

SRC Emergency Management: Communications by telephone and radio in the EOC to County Emergency Management units.

SRC Medical society: Communications by telephone in the EOC to County medical units.

SRC Health Department: Communications by telephone and radio from EOC to County Health Department units.

American Red Cross: Communications by telephone and radio in the EOC to American Red Cross units for mutual aid to other American Red Cross units.

County Institutions: Communications by telephone and radio in the EOC to County institutions.

ARES: Communications by ARES radio to County ARES units, and for mutual aid to state and local government ARES units.

8. Shelter Operations

a. Primary

American Red Cross: Communications by telephone and radio in the EOC to American Red Cross units and mutual aid to other American Red Cross units.

b. Support

SRC Emergency Management: Communications by telephone and radio in the EOC to Emergency Management units in the County and for mutual aid to the state and local government.

SRC Sheriffs Department: Communications by telephone and radio in the EOC to the Sheriffs Department mobile units and for mutual aid to state and local law enforcement agencies.

ARES: Communications by ARES radio to local ARES units and mutual aid to state government ARES.

9. Damage Assessment

a. Primary

SRC Property Appraiser: Communications by telephone and radio in the EOC to the County Engineering Department, County Building Inspection Department, County Health Department, tax assessor, utility organizations, and the Civil Air Patrol.

b. Support

SRC Public Works Department: Communications by radio in EOC to County Engineering Department units.

SRC Health Department: Communications by telephone and radio from EOC to County Health Department units.

SRC Building Inspection & Permit Department: Communications by radio in the EOC to record and data sources.

Utility Organizations: Communications by radio in EOC to units of the utility organizations.

10. RADEF Monitoring

a. Primary

SRC Emergency Management: Communications by telephone and radio from EOC.

b. Support

SRC Fire Departments: Communications by telephone and radio from EOC to fire department mobile units.

SRC Public Works Department: Communications by telephone and radio from EOC to County Engineering monitors.

ARES: Communications by ARES radio to state and local government ARES for mutual aid.

SRC Health Department: Communications by telephone and radio from EOC to County Health Department units.

Florida Highway Patrol: Communications by telephone from EOC to the State Patrol Dispatcher.

11. Emergency Housing

a. Primary

Florida Department of Health and Rehabilitative Services: Communications by telephone from EOC to County real estate units, and for mutual aid to state and local government housing agencies.

b. Support

SRC Emergency Management: Communications by telephone and radio in the EOC to County Emergency Management units and for mutual aid to other state and local Emergency Management agencies.

SRC Health Department: Communications by telephone and radio from EOC to County Health Department units.

SRC Institutions: Communications by telephone.

ARES: Communications by ARES radio to state, county, and local government.

12. Safe Water Supply

a. Primary

SRC Health Department: Communications by telephone in the EOC to County Health Department units and for mutual aid to federal, state, and local government health agencies.

b. Support

SRC Emergency Management: Communications by radio and telephone from the EOC to County Emergency Management units.

Utility Organizations: Communications by telephone in the EOC to utility organization units.

Florida Department of Health and Rehabilitative Services: Communications by telephone in the EOC to County welfare units.

IX. SUPPLIES

- A. The EOC will have a supply of logs, forms, message blanks, pencils, and communications materials common to the various agencies and departments required for natural disasters.
- B. The Communications Manager will maintain a record of all spare parts stored for the emergency systems at the EOC.

X. TRAINING

- A. Training drills and exercises will be conducted semi-annually for Communications divisions and support staff to ensure plans and procedures are functional and equipment is operational.
- B. Each agency and/or department assures that all operating procedures peculiar to its system are available at the EOC operating position, and assigned personnel are familiar with its contents.
- C. Each agency and/or department assures that all necessary materials peculiar to its EOC communications operating position are on hand in the EOC during emergencies. This is accomplished either by storing in the EOC or by planned relocation; and by indicating:
 - 1. Items for relocation;
 - 2. Persons responsible for such relocation; and
 - 3. When it is accomplished.
- D. Communications divisions and support staff will participate in drills and exercises conducted by the State over the ESATCOM system.

XI. MAINTENANCE

- A. The communications equipment in the EOC is maintained by the serving agency and/or department, which must insure that an adequate supply of fuel is available for the auxiliary generators that provide emergency power.

XII. SECURITY

- A. Each agency having emergency communications assignments in the EOC will take proper steps to insure that only personnel found to be stable and reliable under emergency conditions will be given assignments for duty at the EOC.

STATEMENT OF CONCURRENCE

Annex ESF 2-A

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STATEMENT OF CONCURRENCE

EMERGENCY SUPPORT FUNCTION #2 - COMMUNICATIONS

The signature appearing below indicates the individual has the authority to commit resources of the agency represented and agrees to the functions and tasks prescribed for this ESF. Furthermore, concurrence also indicates adequate coordination with the Support Agencies listed during the four phases of emergency management (Preparedness, Response, Recovery and Mitigation). Should a Support Agency not accept their respective roles in this ESF, please notify the Division of Emergency Management by annotating the list below before completing and returning it to DEM for inclusion in the SRC ESF Plan.

PRIMARY AGENCY: Santa Rosa County Enhanced 9-1-1 Division

_____	_____	_____
(Signature)	(Printed Name)	(Date)

SUPPORTING AGENCIES:

Santa Rosa County Emergency Communications

Santa Rosa County Sheriff's Office

Milton Police Department

Gulf Breeze Dispatch

BellSouth Telephone Company

Santa Rosa County Amateur Radio Service

Wadkins Electronics

Nextel Partners

Wireless Telephone Companies

Southern Link

**STATE OF FLORIDA COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN 2005**

APPENDIX II

ESF-2 – COMMUNICATIONS

Annex ESF 2-B

2005

EMERGENCY SUPPORT FUNCTION



PUBLIC WORKS AND ENGINEERING

**PUBLIC WORKS AND ENGINEERING UNIT
INFRASTRUCTURE BRANCH
OPERATIONS SECTION**

EMERGENCY SUPPORT FUNCTION: #3

STATE LEAD AGENCY: Department of Transportation

PRIMARY AGENCY: Santa Rosa County Public Works Department

SUPPORT AGENCIES: Santa Rosa County Property Appraiser's Office
Santa Rosa County Building Inspection and Permit Department
Santa Rosa County Board of Realtors
City of Milton Public Works Department
City of Gulf Breeze Public Works Department
Town of Jay Public Works Department
Santa Rosa County Environmental Health Department
Santa Rosa County Mosquito Control/Solid Waste Department

I. INTRODUCTION

A. Purpose

Evaluate infrastructure damage and coordinate emergency debris clearing of essential roads within Santa Rosa County. Public Works and Engineering (ESF-3) will also coordinate emergency contracting, building inspections, engineering services and demolitions. Public Works and Engineering (ESF-3) will allocate debris clearing and Public Works equipment and process all requests for needs and donations of Public Works and debris clearing equipment.

B. Scope:

Evaluate infrastructure damage and coordinate emergency debris clearing of essential roads within Santa Rosa County. Public Works and Engineering (ESF-3) will also coordinate emergency contracting, building inspections, engineering services, and demolitions. Public Works and Engineering (ESF-3) will allocate debris clearing and Public Works equipment and process all requests for needs and donations of Public Works and debris clearing equipment.

C. Policies

All agencies involved in debris removal and disposal will ensure that those records are maintained by specific site since site-specific records will be required when applying for federal assistance. All county and municipal debris removal/disposal agencies will submit

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claims for federal assistance to the EOC which will compile all data and provide it to State DEM for submission to FEMA.

After a major storm, outside sources of assistance for debris removal will be required. Any requests for state assistance will be forwarded to the DEM by the EOC. DEM will provide the information to the DOT that will coordinate state-provided debris removal assistance. The potential also exists for Florida National Guard (FNG) and active duty military participation. Requests for assistance from these potential sources will also be provided to DEM by the EOC.

D. Planning Assumptions

A critical function during disaster recovery is debris removal from roadways. Until debris is cleared from the county's thoroughfares, other vital recovery functions cannot be pursued. Roadways must be cleared to allow search and rescue teams into damaged areas; to open access to hospitals, utilities, and emergency response agencies; and to permit damage assessment teams (DAT) to pursue their surveys.

Other lifesaving functions such as flood control measures, closing dangerous roadways, damming hazardous materials spills, and similar requests, are routinely performed as the need arises, and are not elaborated on in this plan.

There are local sources of assistance in debris removal. Private firms could be contacted for this task. Santa Rosa County will contract for this assistance if required and available. In addition, humanitarian organizations may be available to provide assistance. The volunteer resource coordinator will coordinate this kind of assistance. In order for the debris clearance task to progress in a timely manner, critical equipment must be available in sufficient numbers and must be kept in operational condition.

The U.S. Army Corps of Engineers (COE) may be available to provide quick-response emergency assistance in the debris clearance area. In a major disaster, after local and state declarations of emergency have been issued, the COE can be requested to provide immediate assistance. The Governor must verify that he has requested FEMA to initiate preliminary damage assessments and that the response is beyond local and state capabilities. In this event, the COE can provide debris clearance assistance under the Water Resources Development Act that amended Public Law 84-99. This assistance can be provided at no cost to the State or County for a period not to exceed ten days.

II. CONCEPT OF OPERATIONS

A. General

The various jurisdictions located in Santa Rosa County (SRC) have the responsibility to remove debris within their areas.

Mutual support among all state, county, and municipal agencies will be required to

complete the debris clearance task. Any jurisdiction that has excess debris clearance capacity will be called upon to assist those in need assistance.

This annex covers, in general terms, how the debris removal effort will be conducted. Further in-depth information on this subject resides with the SRC Public Works Department as does the required supplies and equipment and food/water provisions for their crews. In addition, each service unit maintains lists of names, addresses, and phone numbers of debris clearance team members. This list will be updated annually before June. Further, the SRC Public Works Department maintains debris clearance resource lists and plans of other county agencies, municipalities, and State DOT.

Debris clearance teams will deploy to their respective areas of responsibility as soon as possible after storm passage. Each service unit should have pre-designated debris clearance teams/equipment to specific areas within their area of responsibility. Coordination of debris clearance efforts and mutual assistance between levels of government (county, municipal, state) will be conducted at the EOC.

The SRC Public Works Department will coordinate debris disposal. Certain county disposal sites will also be open to municipalities. Municipal public works departments will coordinate disposal of their debris at county sites with the SRC Public Works Department.

Designated Debris Disposal:

1. Tree cuttings - Central - located on Dalisa Road.
2. All other processed solid waste (burnable) - Central - located on Dalisa Road.

It may be necessary for public works to use private C & D pits for permanent disposal and satellite disposal sites for temporary disposal of disaster debris. Temporary sites will be on county property and will be operated and managed by the SRC Public Works Department. The sites will be as follows:

3. District Five Maintenance Yard – Holley – Temporary Site
4. Bell Lane Pit – Temporary Site
5. Avalon Pit – Temporary Site
6. Private C & D Landfill – Holley – Private Permanent Disposal

In addition to debris generated from roadways, a major hurricane will cause large quantities of debris from damaged homes and businesses. The total amount of debris may exceed the capacity of existing disposal sites. Accordingly, public works departments may have to seek alternatives such as opening emergency sites and burning of debris. In this event, as mentioned above, the public works departments will be required to seek necessary permits/waivers through the County EOC to the State Department of

Environmental Protection (DEP).

Once a Presidential Disaster Declaration has been issued, DEM will request federal assistance from FEMA if required. Federal aid in the form of both direct assistance and grants for governmental or contractual debris removal services may be available. This assistance can be provided when the FEMA Regional Director determines that the assistance is in the "public interest" because it is:

1. Necessary to eliminate threats of life or property
2. Necessary to eliminate a hazard that threatens substantial destruction of undamaged public or private property
3. Essential to the economic recovery of the affected community
4. A benefit to the community-at-large

Generally assistance will not be provided directly to an individual or private organization, or to an eligible applicant for reimbursement of individual or private organizations, for the cost of removing debris from their own property. Exceptions to this provision are:

1. Those private non-profit organization operating eligible facilities
2. When the debris is life threatening or endangers the health, safety, or welfare of the private entity

When direct federal government assistance is requested, the County must arrange unconditional authorization for removal of the debris from both public and private lands and must agree to indemnify the federal government against any claim arising from such debris removal activities.

Federal assistance may also be requested by project application for financial assistance. Work may be accomplished through any three methods:

1. Force account, labor, and equipment (local government personnel and equipment)
2. Force account, rental equipment and extra hired labor
3. Contract labor and equipment

If debris removal is accomplished through force account, it is limited to the direct cost of eligible work listed on the Damage Survey Report (DSR) of an approved project application. Auditable records are required, specifically relating costs to each damage site.

When contracts are used to accomplish debris removal, competitive bid contracts should

be used whenever possible, although competitive bid requirements may be waived by the Governor for the emergency period. Use of cost plus percentage of cost contracts is prohibited and contract may not contain a provision making payment contingent upon FEMA reimbursement. In addition, FEMA will not reimburse the applicants for contracts made with a contractor whose name appears on the "Department of General Services consolidated list of debarred and ineligible contractors". Information regarding debarred and ineligible contractors will be available from the State Public Assistance Officer. If government debris removal activities are conducted on private property, owners will be required to sign a right-of-entry form providing a release of liability to the agency removing the debris. (see Appendix 1) Also included on this form is a statement regarding any compensation received from other sources for removal of the same debris. The County is responsible for obtaining right-of-entry agreements with each private party.

B. Organization

Public Works and Engineering (ESF-3) will be organized and operate as a team.

The SRC Public Works Department is the primary agency for Public Works and Engineering (ESF-3).

The SRC Public Works Department as the primary agency must ensure that, through coordinated annual planning activities, all support agencies:

1. Participate in the review and revision of Public Works and Engineering (ESF-3).
2. Attend and participate in meetings, training, conferences and exercises
3. Develop, test, and maintain manual or automated listings of the following:

Agency points of contact that are to be contacted by agency representative(s) assigned to Public Works and Engineering (ESF-3);

Agency available public works and engineering resources (from within the agency) such as types of equipment and equipment operators and;

Points of contact for agency obtainable public works and engineering resources (from agency contractors, vendors, etc.) such as equipment and equipment operators

4. Coordinate Public Works and Engineering (ESF-3) activities in the county Emergency Operation Center during periods of activation.
5. Support agencies, including the SRC Public Works Department, must ensure that:

Emergency personnel have access to their agency's available and

obtainable resources;

The status of committed and uncommitted resources is tracked during an activation of the SRC EOC;

All personnel will participate in the evaluation and mission assignment of public works and engineering resource requests submitted to the SRC EOC and;

All personnel will support the development of situation reports and actions plans for Information and Planning (ESF 5) during activation of the SRC EOC.

C. Notification

The SRC EOC will notify the Public Works and Engineering (ESF-3) primary agency, the SRC Public Works Department, when an area of Santa Rosa County is threatened or has been impacted by an emergency or disaster event.

The SRC Public Works Department designated personnel will report to the SRC EOC if so advised or requested by the SRC EOC.

As warranted by the scope of the event the SRC Public Works Department personnel will notify the appropriate support agencies who must report to the SRC EOC.

The support agencies designated to report to the SRC EOC will notify their local office of the impending or actual event.

The above notification process will be utilized if the event requires any combination of preparedness, response, recovery, or mitigation/redevelopment activities.

III. EMERGENCY SUPPORT FUNCTIONS

A. Response

Evaluate and task the public works and engineering support request for the threatened and/or impacted area.

Plan and prepare the notification systems to support Rapid Response Team, Preliminary Damage Assessment Team and/or Damage Assessment Team.

Generate in a timely manner, information to be included in EOC briefings, situation reports, and/or action plans

Maintain appropriate records of work schedules and costs incurred by Public Works and

Engineering (ESF-3) agencies during an event.

Evaluate the probability and time period of a recovery phase for the event. If a recovery phase is probable, start preplanning for impacted areas.

B. Recovery

After search and rescue operations, the first priority will be to restore those arterial roadways servicing hospitals/medical facilities; police/fire stations; critical community facilities, such as water/waste water facilities, electrical substations, damaged gas mains, etc.; airports and the Interstate Roadway System. The second priority will be to remove debris from collector roadways, and the third, will be residential local roadways. Following the immediate recovery period, debris clearance activities will concentrate on elimination of debris-related threats to public health and safety.

A systematic process will be employed in clearing roadways. First, roadways will be opened to at least one travel lane. This will be accomplished by cutting and pushing debris off the roadways onto the shoulders or adjacent right-of-ways when possible. Once the roadway is opened to a minimum level of operation, the task of opening roadways to all available travel will commence. Cutting and pushing debris totally out off the roadway will accomplish this. The final task will be to collect the debris and haul it to designated disposal sites.

C. Mitigation

Plan and prepare the notification systems to provide public works and engineering-related support for mitigation and/or redevelopment activities that may begin before and continue for several months after the County EOC deactivates.

Generate in a timely manner, information to be included in County EOC briefings, situation reports and/or action plans.

IV. RESPONSIBILITIES

A. Primary Agency

The SRC Public Works Department has the debris clearance responsibility for the unincorporated areas. The State Department of Transportation (DOT) is responsible for clearing debris off the interstate and state roads. The Emergency Operations Center (EOC) will request debris clearance assistance from the State DEM if required. Under a Presidential Disaster Declaration, Division of Emergency Management (DEM) will request any necessary assistance from the Federal Emergency Management Agency (FEMA).

The director of the SRC Public Works Department will control all debris removal activities in the unincorporated county. Normally direction and control will be exercised through the representative in the EOC.

The SRC Public Works Department initial task after storm passage will be to support search and rescue operations. For the duration of search and rescue activities, the designated debris clearance teams will be responsive to the fire district search and rescue team chiefs.

B. Support Agencies

Santa Rosa County Property Appraiser's Office

Santa Rosa County Building Inspection and Permit Department

Santa Rosa County Board of Realtors

Santa Rosa County Environmental Health Department

*Santa Rosa County Mosquito Control/Solid Waste Department

Public Works Departments in each municipality are responsible in their cities.

City of Milton Public Works Department

City of Gulf Breeze Public Works Department

Town of Jay Public Works Department

*The SRC Mosquito Control/Solid Waste Department will be responsible for disposal of debris. Depending on the magnitude of the storm damage, permits for emergency landfills and waivers for burning of debris may be required. The SRC Mosquito Control/Solid Waste Department will coordinate waivers and permits with the State Department of Environmental Regulations (DER).

ATTACHMENT I
UPDATED 1995

SAMPLE FORMAT

RIGHT-OF-ENTRY AGREEMENT

I, _____, We _____, the owner(s) of the
property commonly identified as _____
(street) _____
(county) _____

State of Florida, do hereby grant and freely and without any coercion whatsoever, the right-of-access, entry and use of and to said property to the County (City) of _____, its agencies, contractors, and subcontractors thereof, for the purpose of removing and clearing any and all storm-generated debris of whatever nature from the above described property as may be necessary in the accomplishment of the foregoing.

IT IS FULLY UNDERSTOOD THAT THIS PERMIT IS NOT AN OBLIGATION TO
PERFORM DEBRIS CLEARANCE.

The undersigned agrees and warrants to hold harmless the _____,
(City)
_____, Federal Emergency Management, State of _____,
(County)

their agencies, contractors and subcontractors, for any damage of any type, whatsoever, either to the above described property or persons situated thereon and hereby release, discharge and waive any and all action, either legal or equitable which might arise out of any use of activities on the above described property. The property owner(s) reserves the right to mark all or any storm damaged sewer lines, water lines and other utility lines to be used as future reference points.

I (have ____, have not ____) (will not ____) receive any compensation for debris removal from any other source including SBA, ASCS, private insurance, individual and family grant program or any other Public Assistance Program. I will report, for this property, any insurance settlement to me or my family for debris removal that has been performed at federal expense.

PUBLIC WORKS AND ENGINEERING - ESF-3
ATTACHMENT I (continued)

For the considerations and purposes set forth herein, I hereby set by hand and seal this ____ day
of _____, 20____.

(Witness)

(Owner/Owners)

(Owner/Owners)

(Current Telephone Number)

(Current Address)

STATEMENT OF CONCURRENCE

Annex ESF 3-A

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STATEMENT OF CONCURRENCE

EMERGENCY SUPPORT FUNCTION #3 - PUBLIC WORKS AND ENGINEERING

The signature appearing below indicates the individual has the authority to commit resources of the agency represented and agrees to the functions and tasks prescribed for this ESF.

Furthermore, concurrence also indicates adequate coordination with the Support Agencies listed during the four phases of emergency management (Preparedness, Response, Recovery and Mitigation). Should a Support Agency not accept their respective roles in this ESF, please notify the Division of Emergency Management by annotating the list below before completing and returning it to DEM for inclusion in the SRC ESF Plan.

PRIMARY AGENCY: Santa Rosa County Public Works Department

_____	_____	_____
(Signature)	(Printed Name)	(Date)

SUPPORTING AGENCIES:

Santa Rosa County Property Appraiser's Office

Santa Rosa County Building Inspection and Permit Department

Santa Rosa County Board of Realtors

City of Milton Public Works Department

City of Gulf Breeze Public Works Department

Town of Jay Public Works Department

Santa Rosa County Environmental Health Department

Santa Rosa County Mosquito Control/Solid Waste Department

STATE OF FLORIDA COMPREHENSIVE EMERGENCY MANAGEMENT PLAN 2005

APPENDIX III

ESF-3 – PUBLIC WORKS AND ENGINEERING

Annex ESF 3-B

2005

EMERGENCY SUPPORT FUNCTION



FIREFIGHTING

**FIREFIGHTING UNIT
PUBLIC SAFETY BRANCH
OPERATIONS SECTION**

EMERGENCY SUPPORT FUNCTION: #4

STATE LEAD AGENCY: Department of Insurance/State Fire Marshall

PRIMARY AGENCY: Santa Rosa County Emergency Communications

SUPPORT AGENCIES: Santa Rosa County Municipality Fire/Rescue
Departments/Districts
Santa Rosa Fire/Rescue Coordinator
Santa Rosa County Firefighters Association
Florida Department of Agriculture & Consumer Services
(Division of Forestry)
Santa Rosa County Sheriff's Office
Santa Rosa County Division of Emergency Management
Gulf Breeze Police Department
Milton Police Department
Santa Rosa County District Schools (Transportation)
Santa Rosa County Public Works Department
Santa Rosa County Search and Rescue
Civil Air Patrol

I. INTRODUCTION

A. Purpose

Manage and coordinate firefighting support within Santa Rosa County to suppress urban, rural, and wildland fires resulting from or occurring coincidentally with a significant disaster condition or event. Firefighting (ESF-4) will allocate county fire resources and personnel to assure adequate fire suppression capability. Firefighting (ESF-4) will process all requests for needs and donations of fire suppression and rescue equipment. Firefighting (ESF-4) will coordinate with the Volunteer Personnel Center to provide adequate relief for fire services personnel.

B. Scope

It has been generally accepted that a basic role of government is to provide services, which are not available and cannot be provided by the private sector or an individual acting on his behalf. For the most part, local governments cannot feasibly finance special services to operate only in times of a disaster, but which

are unused at other times. Instead, the County must rely largely on regular emergency response service agencies augmented by citizen volunteers to meet wide scale disaster situations. It is this voluntary aspect carried to a fine degree upon which the County must rely for fire suppression beyond the municipal boundaries of the principal cities. By its very nature, fire fighting requires fire companies and equipment to be decentralized. Although the decentralized nature of fire fighting is clearly recognized, a large wide area disaster dictates coordination on an inter-jurisdictional basis. The County fire services are the largest manpower resource - trained and ready - for use during a disaster. A fire disaster covering a large area and affecting a large segment of the public would be similar to the types of emergencies the fire service responds to routinely. It is expected that fire services available to a local community would be the first to respond to attack and contain a fire. When local resources have been expended, and the fire has not been contained, it will be necessary to summon aid from other areas where fire-fighting capability has not been committed.

Included could be the U.S. Forest Service as well as fire companies from adjacent military installations. The purpose of this plan therefore, is to provide a mechanism by which fire services capability would be utilized for fire suppression on an inter-jurisdictional basis.

C. Policies

In the event of activation of the EOC an Emergency Communications Fire Dispatcher and the Midway Fire District Fire Marshal will serve as a member of the EOC staff as liaison for Firefighting (ESF-4), and shall receive and facilitate the local fire departments needs and resource request. The dispatcher will implement the State of Florida Fire/Rescue Disaster Response Plan, see Annex 4-3, which has been adopted by the Santa Rosa County Firefighter's Association (SRCFFA). The Emergency Communications Dispatcher, who has been appointed by the SRCFFA will recruit and train alternate dispatchers to provide staffing to the EOC.

D. Planning Assumptions

1. Each community supporting a fire service is expected to develop its own fire suppression system plan.
2. Each fire service organization, which enters into mutual aid agreements is expected to furnish a copy of such agreement to Santa Rosa County Emergency Management Office, see Annex 4-2.
3. Santa Rosa County Emergency Management Office will maintain up-to-date listings of fire services in the County including names of responsible officials, readiness status, and major items of fire apparatus.

4. Santa Rosa County Firefighters Association will develop a mutual aid agreement as appropriate with the U.S. Forestry Service, U.S. Navy, and other municipalities as appropriate.
5. Fire service organizations are responsible for training and continuing education of their personnel.

II. CONCEPT OF OPERATIONS

A. General

Disaster fire suppression needs can cover a wide variety of incidents from a simple brush fire to a conflagration in an urban area involving chemical substances, which may be highly toxic in nature. Since any major fire will undoubtedly involve people, and vehicles, in addition to threatening property, a fire suppression incident may very well evolve or proceed through phases, and be under the on-scene control of other than fire public safety personnel at different phases. When an on-scene incident command post is established, it is expected that the senior fire official will report to the command post and become Incident Commander, which will be under the overall coordinating responsibility of Santa Rosa County EOC. As noted above, a disaster incident may evolve through phases. Generally, a unified command will be established as police will assume responsibility for security, crowd control and traffic control, Emergency medical services will be responsible for on-scene treatment and transportation of victims and fire services whose area of responsibility is very broad including extrication of victims, containment of hazardous materials, fire attack, containment and suppression. Saving of life is paramount and must be carried out as the first order of business and before protection of property, although all functional responsibilities may be going on simultaneously. Thus, emergency medical services may be directing activities involving both police and fire services at one point, while fire services may be directing all activities during another phase at the same incident. Similarly, special expertise in handling hazardous material may be required when the incident involves a chemical fire or similar situation.

B. Organization

A trained Emergency Communications Fire Dispatcher will be the lead for ESF 4 team. The Emergency Communications Fire Dispatcher will request assistance from the primary and support agencies to staff the ESF 4 position in the EOC on a 24-hour basis.

C. Notification

In the event of a potential threat, primary agencies will be notified by the Section Chief or Branch Leader. It will then be the responsibility of the Primary agency to notify their support agencies.

III. EMERGENCY SUPPORT FUNCTIONS

A. Response

1. Firefighting (ESF-4) will coordinate needs and response actions with each Fire district.
2. Transportation may be provided, if available, or it may be the responsibility of the resource agency. This may require coordination with Transportation (ESF-1). In addition, resources may be prepositioned as necessary.
3. Determination of additional resources needed through State EOC. Said resources will be requested as per the Florida Fire Chiefs Association Disaster Response Plan. All request will be logged on the computer at Firefighting (ESF-4) desk. All requests will be forward to Tracker Operators in the EOC and from there forwarded to the State EOC.

B. Recovery

1. Firefighting (ESF-4) will contact each Fire District for initial damage assessment of personnel, equipment, and supplies.
2. Firefighting (ESF-4) will maintain a documentation of all reported damage by fire district.
3. Firefighting (ESF-4) will request additional equipment and personnel if needed from the State in a timely manner.

C. Mitigation

Firefighting (ESF-4) will coordinate with the Emergency Management Director to have issues brought to the LMS committee.

IV. RESPONSIBILITIES

A. Primary Agency

In the event of activation of the EOC the Santa Rosa County Emergency Communications Fire Dispatcher will serve as a member of the EOC staff as liaison for Firefighting (ESF-4), and shall receive and facilitate the local fire departments needs and resource request. The dispatcher will implement the State of Florida Fire/Rescue Disaster Response Plan, which has been adopted by the Santa Rosa County Firefighter's Association (SRCFFA). The County Fire/Rescue dispatcher, who has been appointed by the SRCFFA will recruit and train other staff to provide staffing to the EOC.

B. Support Agencies

All support agencies when called upon by Firefighting (ESF-4) representative will assist in any way possible, either by debris removal, security, searches, provided transportation to removal victims from an affective area, etc.

STATEMENT OF CONCURRENCE

Annex ESF 4-A

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STATEMENT OF CONCURRENCE

EMERGENCY SUPPORT FUNCTION #4 - FIREFIGHTING

The signatures appearing below indicate the individual has the authority to commit resources of the agency represented and agrees to the functions and tasks prescribed for this ESF.

PRIMARY AGENCY: Santa Rosa County Firefighters Association

_____	_____	_____
(Signature)	(Printed Name)	(Date)

SUPPORTING AGENCIES:

Santa Rosa County Firefighters Association

Santa Rosa County Fire/Rescue Coordinator

Florida Division of Agriculture & Consumer Services
(Division of Forestry)

Santa Rosa County Sheriff's Office

Santa Rosa County Division of Emergency Management

Gulf Breeze Police Department

Milton Police Department

Santa Rosa County District Schools (Transportation)

Santa Rosa County Public Works Department

Santa Rosa County Search & Rescue

Civil Air Patrol

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**SANTA ROSA COUNTY FIREFIGHTERS ASSOCIATION
AUTOMATIC BOX AND MUTUAL AID AGREEMENT**

Annex ESF 4-B

Nov 2005

SANTA ROSA COUNTY FIREFIGHTERS ASSOCIATION
AUTOMATIC BOX AND MUTUAL AID AGREEMENT

We, the undersigned fire departments, as members of the Santa Rosa County Firefighters Association. Do hereby agree to work with each other at the scene of any fire or disaster wherein the lives and/or property of the people of Northwest Florida are involved. We further agree to abide by the rules and regulations as set forth below:

1. Departments, herein named, agree to assist each other, upon request, for any emergency with available personnel and equipment. The assistance requested will not be provided if a department feels that rendering such assistance will place its own fire district or operation in jeopardy.
2. The request for assistance should be made by an officer or acting officer (acting officer will include firefighters if no fire line officer is responding to the call) of the department needing such aid. Such requests are to be made through the ECC.
3. All departments agree that assistance in the form of manpower or equipment will not be rendered unless specifically requested, with exception to:
 - 3.a. "Preplanned" arrangements. (preplanned being automatic box alarms.)
 3. a. 1. Automatic box alarms for structure fires as agreed upon by the chiefs.
 - 3.a.2. Fire departments having automatic mutual aid agreements with adjoining departments from another county should have copies of these agreements on file with the Emergency Communications Center.
 - 3.b. Commercial automatic box alarm procedures on file with departments involved and the Emergency Communications Center.
 - 3.c. This agreement shall not take precedence over or supersede any other mutual aid agreements that a department may have in effect now or in the future.
4. All boundary line fires, where exact location is not known, will be handled by the department which is originally dispatched.
 - 4.a. Upon arrival, should the fire be found to be in another fire district, the first unit on the scene will immediately notify, either directly or through the ECC dispatcher, the appropriate department. The responding department will continue to handle said fire as though it were their fire until the appropriate department arrives.
 - 4.b. Should the call be of an insignificant nature or if the fire is quickly extinguished (i.e. woods fire, auto, truck, etc.), the responding department will

notify the ECC dispatcher and an attempt will be made to contact the chief of the appropriate department.

4.b.1. The chief will be notified by the chief of the responding department on the next business day for calls that occur during the hours of 2200 and 0600; unless the call completed needs immediate attention.

5. The department requesting mutual aid will make every attempt to describe accurately, the location, the needed equipment, number of personnel requested, and the conditions of the emergency. The responding department will follow all instructions as completely as possible.
6. When mutual aid has been requested and then is found to be unnecessary, only the Incident Commander (IC) will cancel the responding department. If the ECC dispatcher is requested to cancel the responding department, the identification number of the IC ordering the cancellation will be provided.
7. When a department is unable to respond to a call for assistance, they shall immediately notify the ECC and the ECC shall so advise the department which is requesting assistance.
8. If a call is given to a department and it is learned that the emergency is in another fire district, the ECC dispatcher will immediately alert the correct department and then cancel the incorrect department.
9. Upon arrival of a mutual aid company at the scene of an emergency, a representative of the mutual aid company will immediately contact the IC of the responsible department. The IC will then deploy his personnel and equipment as directed by the IC of the responsible department. The first department on the scene will take appropriate action and be in charge of the scene until the district department of the call arrives on the scene.
10. Assisting departments will not secure their operation until the IC of the responsible department has authorized to do so. This is providing that the assisting department's personnel, equipment, or fire district is not in jeopardy. Upon securing and leaving the scene, the assisting department will report to the IC of the responsible department.

Notwithstanding any of the above, all departments hereby agree to work in harmony for the good of the fire service and for the protection of life and property throughout Santa Rosa County and Northwest Florida. It is further agreed that any changes, alterations, amendments, or disagreements concerning the County Automatic Box and Mutual Aid Agreement will be brought before the Association as a whole at its next regularly scheduled meeting. Any items of an emergency nature, that cannot wait until a meeting of the whole, will be brought to the attention of the president of the Association. These

items should be only those things that cannot be resolved between the departments involved.

**STATE OF FLORIDA COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN 2002**

APPENDIX IV

ESF 4 – FIREFIGHTING

Annex ESF 4-D

Nov 2005

FLORIDA FIRE CHIEFS' ASSOCIATION
STATEWIDE FIRE-RESCUE DISASTER RESPONSE PLAN

Annex ESF 4-C

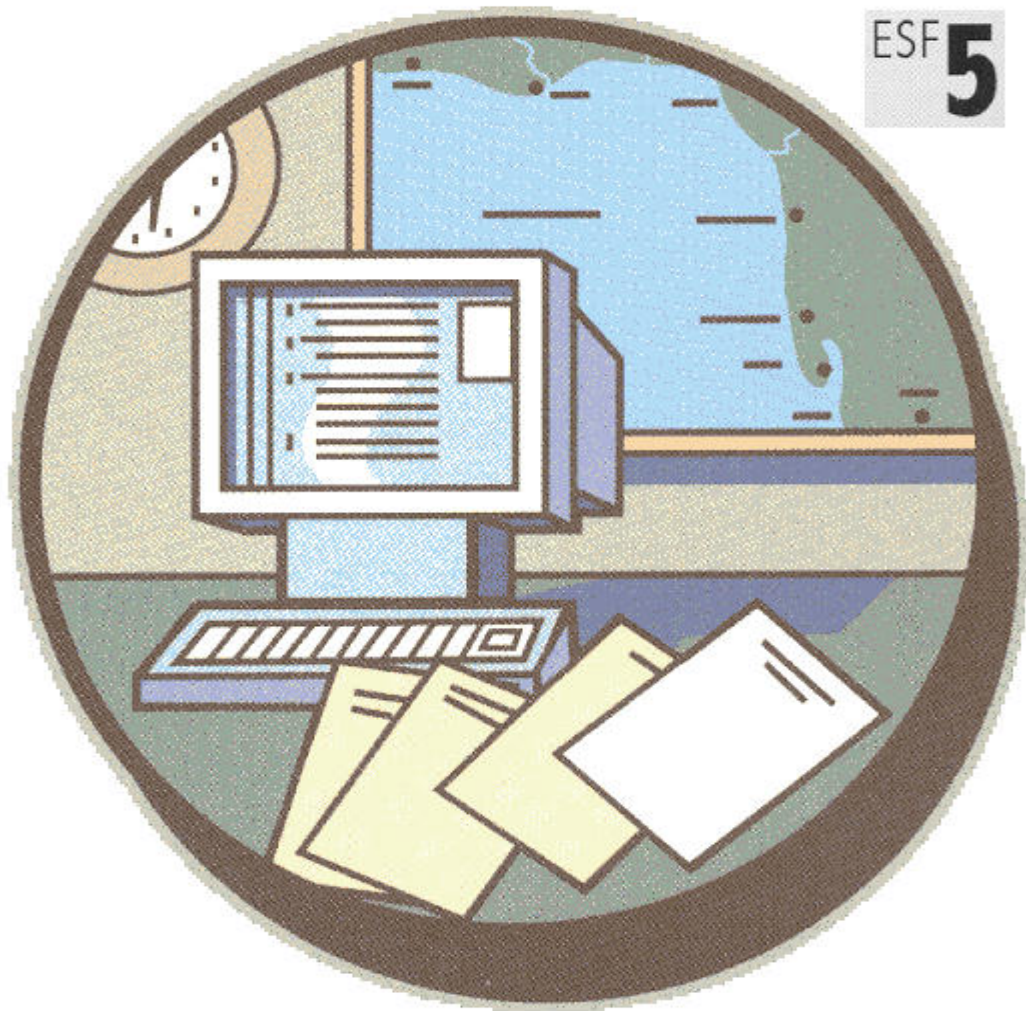
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FLORIDA FIRE CHIEFS' ASSOCIATION
STATEWIDE FIRE-RESCUE DISASTER RESPONSE PLAN

Annex ESF 4-C

2005

EMERGENCY SUPPORT FUNCTION



INFORMATION AND PLANNING

INFORMATION AND PLANNING BRANCH INFORMATION MANAGEMENT SECTION

EMERGENCY SUPPORT FUNCTION: #5

STATE LEAD AGENCY: Department of Community Affairs/Division of Emergency Management

PRIMARY AGENCY: Santa Rosa County Division of Emergency Management

SUPPORT AGENCIES:

Santa Rosa County Planning and Zoning
Santa Rosa County GIS Department
Santa Rosa County Administrator's Office
Santa Rosa County Board of County Commissioner
Santa Rosa County Public Information Officer
Santa Rosa County Property Appraiser's Office
Santa Rosa County Sheriff's Office
Santa Rosa County Clerk of Courts
Santa Rosa County Elections Office
Santa Rosa County Tax Collector's Office
Santa Rosa County Department of Health
Gulf Breeze City Manager's Office
Milton City Manager's Office
Town of Jay City Manager's Office
American Red Cross of Northwest Florida
Florida Emergency Preparedness Association
National Weather Service (Mobile Office)

I. INTRODUCTION

A. Purpose

The concise and accurate reporting and planning is continuous beginning well before impact of approaching natural disasters and immediately upon those not forecasted. The response is progressive in nature beginning with the activation of the EOC at its lowest level. First actions will be taken at the local level with state and federal involvement as necessary to supplement local capabilities including to adoption of a local declaration of emergency. Initial reports are the necessary basis for the Governor's decision to declare a state of emergency and to request a Presidential Emergency or Disaster Declaration. Additionally, these reports form

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the basis for determining specific types and extent of assistance needed in the affected area.

B. Scope

Response to a peacetime emergency must consider information about the emergency. This includes but is not limited to situation and status reports committed to the effort. The response is progressive in nature. First actions will be taken at the local level with state and federal involvement as necessary to supplement local capabilities. As stated before initial reports and a local declaration of emergency are the necessary basis for the Governor's decision to declare a state of emergency to request a Presidential Emergency or Disaster Declaration. Additionally, these reports form the basis for determining specific types and extent of assistance needed in the affected area

C. Policies

The Director of Emergency Management is responsible for coordinating activities of federal/state officials, which may be called upon to assist in supporting roles. The Emergency Management Office will serve as the point of contact and location of all reports.

D. Planning Assumptions

The Information and Planning (ESF-5) will coordinate plans and operation efforts from the EOC in Milton. Reports from teams in the field and other agencies will be submitted to the Information and Planning (ESF-5) for consolidation before submitting to the DEM.

II. CONCEPT OF OPERATIONS

A. GENERAL

The primary function of Information and Planning is to act as a clearinghouse for event information, facilitate the development of incident action planning, develop approaches, and devise solutions for future response operations. Information management will enhance the planning efforts through the collection, processing, analysis and dissemination of information (raw data and reports) to be used to forecast activities of the response and recovery phases of a disaster. Information may be collected from vital sources such as the Emergency Support Functions. This information is forwarded to the appropriate authorities and State Emergency Response Team components. Information and Planning (ESF-5) also provides meteorological information, spatial analysis and information displays.

B. ORGANIZATION

Information and Planning (ESF-5) is staffed by county employees and is also responsible for the computer documentation and assistance to other Emergency Support Functions.

C. NOTIFICATION

In the event of a potential threat, the Section Chief via the county paging system, telephone, email, or VHF radio will notify primary agencies.

D. ACTIONS

1. Preparedness – Information and Planning (ESF-5) will:
 - a. Maintain trained staff to fulfill all tasks associated with Emergency Support Function 5 operations.
 - b. Maintain and update needed computer data and programs, maps, critical facility information, evacuation studies, demographics and critical county data (e.g. shelter capacity, evacuation routes, etc).
 - c. Periodically, evaluate systems, processes and methodologies in an effort to anticipate operational requirements and types of response information needed by State and local Emergency Response Teams.
2. Response – Information and Planning (ESF-5) will:
 - a. Upon notification immediately staff the Emergency Operations Center
 - b. Set up status boards and initiate the planning and reporting process.
 - c. Develop and disseminate a meteorological forecast.
 - d. Initiate and maintain information on County Website.
 - e. Coordinate with key personnel in the field.
 - f. Monitor conference calls and develop a summary report.

- g. Provide information in support of local governments, federal agencies and voluntary organizations.
 - h. Facilitate planning meetings to develop Incident Action Plans, Flash Reports and Situation Reports as appropriate.
- 3. Recovery – Information and Planning (ESF-5) will:
 - a. Collect and process information concerning recovery activities while the response phase of the disaster is on-going.
 - b. Develop Incident Action Plans, Flash Reports and Situation Reports as appropriate.
 - c. Anticipate other types of recovery information the State Warning Point and governmental agencies will require.
 - d. Disseminate Recovery information, plans and reports to the State EOC.
 - e. Compile information to support recovery activities.
- 4. Mitigation – Provide assistance as requested

STATEMENT OF CONCURRENCE

STATEMENT OF CONCURRENCE

EMERGENCY SUPPORT FUNCTION #5 - INFORMATION AND PLANNING

The signature appearing below indicates the individual has the authority to commit resources of the agency represented and agrees to the functions and tasks prescribed for this ESF. Furthermore, concurrence also indicates adequate coordination with the Support Agencies listed during the four phases of emergency management (Preparedness, Response, Recovery and Mitigation). Should a Support Agency not accept their respective roles in this ESF, please notify the Division of Emergency Management by annotating the list below before completing and returning it to DEM for inclusion in the SRC ESF Plan.

PRIMARY AGENCY: Santa Rosa County Division of Emergency Management

(Signature) (Printed Name) (Date)

SUPPORTING AGENCIES:

Santa Rosa County Planning and Zoning

Santa Rosa County GIS Department

Santa Rosa County Administrator's Office

Santa Rosa County Board of County Commissioners

Santa Rosa County Public Information Officer

Santa Rosa County Property Appraisers Office

Santa Rosa County Sheriff's Office

Santa Rosa County Clerk of Courts

Santa Rosa County Elections Office

Santa Rosa County Department of Health

Gulf Breeze City Manager's Office

Milton City Manager's Office

Town of Jay Manager's Office

American Red Cross of Northwest Florida

Florida Emergency Preparedness Association (FEPA)

National Weather Service Office - Mobile

**STATE OF FLORIDA COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN 2002**

APPENDIX V

ESF 5 – INFORMATION AND PLANNING

Annex ESF 5-B

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EMERGENCY SUPPORT FUNCTION #6



MASS CARE

**MASS CARE
HUMAN NEEDS BRANCH
LOGISTICS SECTION**

EMERGENCY SUPPORT FUNCTION: #6

STATE LEAD AGENCY: Department of Professional and Business Regulation

PRIMARY AGENCY: American Red Cross of Northwest Florida

SUPPORT AGENCIES: Santa Rosa County Division of Emergency Management
Santa Rosa County Department of Health
Santa Rosa County District Schools
Santa Rosa County Sheriff's Office
Salvation Army
Santa Rosa County Amateur Radio Emergency Service
Rural Metro Ambulance
United Way of Santa Rosa County

I. INTRODUCTION

A. Purpose

Establishes and maintains sheltering and feeding centers for the entire county in the event of natural or manmade disasters. Coordinates provision and delivery of relief supplies, sheltering of evacuees and displaced disaster victims. Mass Care is conducted with all volunteer and government agencies that operate victim assistance programs. Other responsibilities include documentation and reporting of shelter residents, shelter injuries and casualties; determination of needs, and the processing of all requests for meeting those needs and securing donations of life supporting supplies. Coordinates with Supporting Agencies to provide adequate volunteers to relieve shelter volunteers and assist in addressing other mass care duties.

B. Scope

Mass Care (ESF-6) has a broad scope of responsibilities that include, but not limited to:

1. Coordinate the tasking of all sheltering activities within the county during a disaster (less Special needs which is coordinated by Health and Medical (ESF-8) and is managed by the Santa Rosa County Department of Health).
2. Coordinate the establishment and operation of mass feeding facilities in areas affected by disasters.

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3. Coordinate with relief efforts provided by volunteer organizations performing mass care functions. Coordinate with Volunteers and Donations (ESF-15) for support of mass care operations.
4. Coordinate the establishment of a system to provide shelter registration data to appropriate authorities, (so long as evacuees authorize that release).
5. Coordinate the provision of emergency first aid in shelters and fixed feeding sites.
6. Coordinate with Health and Medical (ESF-8) for their provision of medical support exceeding that required for standard first aid and the prevention of communicable diseases to include epidemiological and environmental health activities as related to sheltering and feeding disaster victims.
7. Provide quantitative mass care services data with updates as required to ESF-5 (Information and Planning), ESF-11 (Food and Water) and others who require accurate data for response planning.
8. Coordinate with ESF-16 (Law Enforcement) for Mass Care (ESF-6) facility security resources.
9. Coordinate with ESF-2 (Communications) and ARES to ensure each shelter has a working communications system and back-up.
10. Coordinate with ESF-12 (Energy) to ensure each shelter has power generation capabilities.

C. Policies

1. Mass Care (ESF-6) will be implemented when requested by the Emergency Management Director or designee prior to or following a disaster. For events of lesser magnitude, the Incident Commander may also request assistance.
2. Mass Care (ESF-6) activities will be coordinated through the EOC, when activated. The Primary and Support Agencies will provide staff at the EOC on a 24-hour basis for the duration of the activation.
3. Mass Care (ESF-6) activities will not only coordinate local agencies, but also the additional mass care resources required beyond local resources. All state mass care responses must be requested by, and are subordinate, to Mass Care (ESF-6).

4. It is understood that a response that exceeds local resources is a state responsibility through mutual aid and clear lines of communication between all concerned, i.e. Mass Care (ESF-6), Florida Division of Emergency Management, and the State Relations Disaster Liaison.
5. To ensure confidentiality requirements are met, Mass Care (ESF-6) will not release confidential information to the public. Shelter occupant data will be handled in accordance with Red Cross Disaster Welfare Inquiry procedures.
6. Primary shelter locations are selected using criteria that meet as many needs as possible including generators for limited functions. Not all shelter locations are equipped with generators but priority for restoration of power is given to emergency operations and mass care sites when possible. In the event that continued shelter is needed but for any reason essential services cannot be restored at existing sites, alternate sites with power and water/sanitation capabilities will be secured for ongoing operations

D. Planning Assumptions

1. While hurricanes are the largest scale disaster anticipated in the County, individuals seeking safe haven or refuge can result from several events of lesser magnitude, e.g. structure fire, floods, wildfire, hazardous materials exposure, etc. Therefore, shelters may be opened or provided even when the EOC is not formally activated.
2. While a crisis of lesser magnitude may result in little prior warning, a hurricane offers just such an advantage. As such, the advanced warning allows for effective evacuation and shelter actions.
3. Studies and recent experience have shown that residents living in Evacuation Zones will, for the most part, depart from their homes. However, it is also anticipated that some residents located outside the designated zones will evacuate as well.
4. In a catastrophic disaster, it is likely that long-term mass care will be required until rental assistance and temporary housing resources become available. Rapid Impact Assessment Teams and other technologies may provide a guide for the magnitude of housing needs and resource deficits.
5. A significant influx of disaster workers will strain the resources of the impacted area.
6. Mobile feeding operations may not be possible in all areas and/or operations.

7. Smooth transition from Mass Care (ESF-6) response to Individual Assistance Recovery Operations will help ensure the needs of disaster victims are met.

II. CONCEPT OF OPERATIONS

A. General

The County Emergency Management Director in conjunction with the American Red Cross of Northwest Florida will select shelters for use using the criteria in ARC 4496. School maintenance staff is responsible for building maintenance of all schools used as shelters.

Currently, there are not adequate numbers of shelter spaces to meet the needs of a worst-case scenario (Category 5 during high tourist season). New buildings are being built and existing structures are being retrofitted for greater ability to withstand storms and wind and increase the capacity.

During Hurricane Opal in 1995, the largest documented number of evacuees, over 3500, sought public sheltering.

As conditions warrant, the Emergency Management Director will brief the primary and support agencies on the potential need for opening shelters and conducting evacuations. The Emergency Management Director will also keep the agencies apprised of the disaster conditions and the need for basic and additional shelters and services. Personnel will be alerted to standby status by the Section Chief. Santa Rosa County Department of Health personnel will manage the Special Needs Evacuation Center and will contact appropriate staff. The Special Needs staff and volunteers under the Division of Emergency Management with the Rural Metro Ambulance, Council on Aging, Fire Districts and others assisting with the Center opening and coordinating the transportation of disaster evacuees.

When the decision is made to open any shelter or evacuation center, the Emergency Management Director or his designee, will coordinate with Mass Care (ESF-6) representative, in turn he/she will ensure shelters will be open and staffed. Special Needs Evacuation Center operations are covered in Health and Medical (ESF-8).

Typically, evacuees are asked to bring medications, clothing, nourishment and comfort items to meet their needs for the first 72 hours of a disaster evacuation. All efforts will be made to supply food as soon as the shelters are opened or the disaster situation allows. It is permissible to use school food and sanitary supplies (cleaning items, toilet paper, etc.) if a pre-use inventory is conducted and verified by school personnel. A post-disaster inventory is also conducted by school personnel to determine the expendables used from those inventories for reimbursement purposes.

The American Red Cross of Northwest Florida will coordinate all relief efforts with the support agencies to provide mass care functions including the need for and location of feeding stations, medical staffing for shelters, communications, law enforcement and other volunteer agencies available to provide assistance. Current numbers and contact personnel will be maintained at the EOC and the ARC office.

Procedures for providing medical support beyond the required standard first aid for Shelter/Center Managers, such as prevention of communicable diseases, epidemiological and environmental health activities related to the sheltering and feeding of disaster victims, are noted in Health and Medical (ESF-8). Rural Metro Ambulance personnel will be requested to designate a shelter at which they can assist during the height of the disaster.

B. Organization

1. In the event of a disaster, the American Red Cross of Northwest Florida will have initial responsibility to coordinate and provide mass care services to the victims of disaster in Santa Rosa County. The SRC Public Health Unit assists in the planning and operation of shelters. Shelter personnel dispatched by the Red Cross are responsible for registration of shelter residents, recruiting evacuees to assist shelter volunteer personnel in shelter operations, assisting in reuniting separated family members, and/or providing family information or health and welfare priority messages through amateur radio operators (ARES) and shelter volunteers. Shelter managers are also trained and briefed on safe areas in the shelters and off limits areas in these locations.
2. Red Cross will request the assistance of the support agencies as needs develop to provide mass care services. Red Cross provides for training and education, not only of shelter personnel, but also of the general public on disaster preparedness and response.

C. Notification

1. Primary Agency will be notified by the Section Chief and will, in turn, contact applicable Supporting Agencies.
2. The Primary Agency will also place Shelter/Center staff on standby in anticipation of evacuees requiring sheltering. The Section Chief will also notify the Santa Rosa County Department of Health to do likewise for the Special Needs Evacuation Center.
3. Decisions to evacuate and open shelters will be made in accordance with the Shelter Program portion of the Comprehensive Emergency Management Plan (CEMP) and the Hurricane Procedure Guide.

4. The Red Cross reserves the right to open shelters and take other protective actions it deems appropriate under the authority granted the American Red Cross by the Congress of the United States.

III. EMERGENCY SUPPORT FUNCTIONS

A. Response Actions

Primary and support agencies will have and maintain appropriate listings of agency staff to call for performing response activities. Primary and support agencies will have and maintain listings of available resource providers used by the agency in disaster situations. These would include private sector vendors. Each Mass Care (ESF-6) support agency in the EOC will provide current copies of relevant policies and procedures pertaining to the ESF, which will be appropriately and boldly titled. Support agencies will ensure that all actions taken are recorded and communicated to the primary agency representative. At all times, support agencies should be able to make brief and accurate status reports to the primary agency.

1. American Red Cross Primary Shelters/Overflow Evacuation Centers
 - a. Mass Care (ESF-6) will coordinate the activities of all public shelters that agree to fall under the American Red Cross Shelter guidelines. This includes shelters formed before, during, and after the event. Those shelters not designated in the planning process as Red Cross shelters (spontaneous shelters) will receive Red Cross food resources and staffing only in the post-impact period when notification and access to these shelters is possible and it is determined that the facility provides an appropriate environment for sheltering.
 - b. Shelters will be opened and closed in accordance with public need as assessed by the American Red Cross and the County Emergency Management Agency. Mass Care (ESF-6) will monitor evacuation activity and coordinate with the EOC if the need for additional sheltering outside the county is anticipated. The EOC will document the request and information in the Tracker system to the SEOC. Mass Care (ESF-6) will continuously monitor occupancy levels and ongoing victims' needs, and will provide Information and Planning (ESF-5), Health and Medical (ESF-8) and Food and Water (ESF-11) with a daily listing of "open" and "closed" shelters.
 - c. All shelters should be managed in accordance with applicable American Red Cross regulations and procedures.

- d. Mass Care (ESF-6) will work with the local governments, Building Officials, the County Emergency Management Agency and applicable state agencies in activities related to surveying the suitability of facilities as shelters following a disaster occurrence.
- e. Shelter listings will include staffing and resource information.
- f. Mass Care (ESF-6) will coordinate the provision of added and relief staff, and the replenishment of shelter supplies.
- g. Mass Care (ESF-6) will coordinate the consolidation of shelters, staff, resources (e.g., communications and law enforcement), and supplies as sheltering needs diminish.
- h. Health and Medical (ESF-8) will be called upon to support any shelter requiring medical services and/or personnel beyond ARC resource capabilities.

2. Assisted Care Shelter

- a. The Special Needs Program in Santa Rosa County is administered by the SRC Division of Emergency Management and Department of Health, and managed during EOC activations under its own ESF designated as Health and Medical (ESF-8).
- b. Any shelteree who is not medically appropriate for a general public shelter will be referred to either the Special Needs Evacuation Center or a medical facility depending upon current medical condition and prognosis.

3. Feeding

- a. Mass Feeding: Mass Care (ESF-6) will liaison with Information and Planning (ESF-5) and Food and Water (ESF-11) to coordinate the mass feeding sites established by the American Red Cross and volunteer agencies. Mass feeding activities will include feeding of disaster victims and workers (when possible).
- b. Mass Care (ESF-6) will have, procure, and regularly update a list of all agencies (public and private) that have a mission to provide mass feeding in times of disaster. The list will provide specific information, to include:
 - (1) Number of persons each agency can feed two meals a day, and how long this level of feeding can be sustained.

- (2) Number of staff or volunteers available for cooking and/or serving.
 - (3) Major equipment lists, e.g., field ranges, mobile feeding units, refrigeration, vehicles, etc.
 - c. Mass Care (ESF-6) will coordinate mass feeding locations to ensure optimal logistics for public service. A liaison will be established with Volunteers and Donations (ESF-15) to ensure continued coordination during an event.
 - d. Mass Care (ESF-6) will coordinate sanitation provisions and inspections, and garbage removal from mass feeding sites in coordination with ESF-3 (Public Works) and Health and Medical (ESF-8).
 - e. Mass Care (ESF-6) will coordinate the provision of food and water to mass feeding sites. This will include procuring food from the USDA, donations and private vendors. Liaisons will be established with Food and Water (ESF-11) and Volunteers and Donations (ESF-15) to ensure continued coordination of mass feeding.
4. Food Storage and Distribution
- a. Mass Care (ESF-6) will coordinate with Food and Water (ESF-11) and Volunteers and Donations (ESF-15) regarding the storage of food in identified warehouse sites.
 - b. Food and Water (ESF-11) will coordinate the distribution of food stored in identified warehouses to mass feeding sites identified and coordinated by Mass Care (ESF-6)
 - c. Mass Care (ESF-6) will coordinate the transportation of food from identified warehouses to mass care feeding sites in liaison with Transportation (ESF-1).
5. Other Volunteer Agencies
- a. In addition to those activities previously stated, Mass Care (ESF-6) will coordinate with Volunteers and Donations (ESF-15) regarding the activities of volunteers actively engaged in providing mass care assistance.

- b. Coordination will include:
 - (1) Preventing duplication of goods and services as they relate to mass care.
 - (2) Assisting volunteers with logistics.
 - (3) Coordinating the delivery of goods and services as they relate to mass care.
- c. Mass Care (ESF-6) will maintain a listing of all volunteer organizations active in mass care in the disaster area. The list will contain the following information:
 - (1) Type of service(s) being provided by each volunteer agency.
 - (2) Number of volunteers in the area.
 - (3) Resources each agency has available.
 - (4) Names and contact means of key persons in each organization.
 - (5) Logistical abilities of each organization, i.e. self-contained, need transportation, self-equipped, etc.

6. Emergency First Aid and Mental Health

- a. Mass Care (ESF-6) will coordinate with Health and Medical (ESF-8) and Primary/Support agencies for the provision of medical services up to advanced first aid and mental health services in shelters; and will ensure that trained and qualified personnel are present in shelters in sufficient numbers to care for people needing assistance.
- b. Mass Care (ESF-6) will coordinate with local officials to help ensure that a sufficient number of first aid trained and qualified personnel are stationed at each mass care site.

7. Communications

Mass Care (ESF-6) will coordinate with Communications (ESF-2) to ensure that each shelter has a working system of communications with the County Emergency Operations Center and Red Cross per the Red Cross protocol. This may include radio, telephone, or cellular telephone communication devices. The

American Red Cross representative in the EOC will keep Mass Care (ESF-6) agencies informed about conditions at the shelters and unmet needs.

8. Power Generation Capability:

Mass Care (ESF-6) will coordinate with Energy (ESF-12) for generators and fuel at shelters.

B. Recovery Actions

1. Initial Actions

- a. Mass Care (ESF-6) will work with the local government, County Emergency Management Agency, and applicable state agencies to assist in determining extended sheltering needs.
- b. Mass Care (ESF-6) will work with appropriate agencies such as Department of Children and Families, American Red Cross Family Services, the Department of Elder Affairs and the Department of Labor and Employment Security; as well as the Division of Vocational Rehabilitation, for long term placement of disaster victims who cannot move back to their normal living arrangements due to disaster damage. Elder Affairs will focus their efforts on the 60-plus aged population. Vocational Rehabilitation will focus on head injured/spinal cord injured persons.

2. Continuing Actions

- a. The Mass Care (ESF-6) lead agency, American Red Cross, will provide its support agencies, and Information and planning (ESF-5) and Public Information (ESF-14) with regular updates on which shelters are opened or closed, and census data for open shelters.
- b. Mass Care (ESF-6) will coordinate with Public Information (ESF-14) to provide information to shelter residents about how to access disaster assistance programs and services through Red Cross Service Centers and Individual Assistance Programs through Disaster Application Centers/Tele-registration.

C. Mitigation

- 1. Mass Care (ESF-6) agencies will ensure selected projects for shelter designation are included in the Local Mitigation Strategy Committee Project List.
- 2. Coordination will be made so that new public building construction is accomplished in such a manner that structures suitable for shelter use meet

applicable criteria.

IV. RESPONSIBILITIES

A. Primary Agency

The Emergency Management Director will update the American Red Cross of Northwest Florida and support agency representatives and staff of concerns regarding mass care activities and need for problem solving. Agency representatives will be stationed at the EOC for the duration of the disaster and be available for immediate consultation on such matters.

B. Support Agencies

1. The directors of the SRC Public Health Unit and the Emergency Management Services are responsible for providing medical and nursing support for the special needs shelters and mass care facilities as need dictates. See Health and Medical (ESF-8) for Special Needs program and procedures. SRC Department of Health (DOH) also conducts sanitation review of facilities for public shelters.
2. The Sheriff is responsible for coordinating and providing security at each shelter.
3. The Amateur Radio Emergency Services group (ARES) is responsible for providing communications between shelters and EOC and other support agencies/stations.
4. SRC School District provides schools for sheltering, transportation and drivers to assist residents to and from shelters, USDA food, maintenance and kitchen support. The School District will ensure timely access to all facilities designated for use as shelters. The School District will train shelter staff on the safe operation of kitchen equipment.
5. Salvation Army will provide back up food and water to shelters as needed.
6. Rural Metro Ambulance will assist with transportation of Special Needs residents that will need medical attention. During the height of the storm Rural Metro personnel may be requested to take refuge in a shelter to assist shelter personnel.
7. RSVP and United Way are support agencies who manage the Volunteers and Donations through ESF15.

STATEMENT OF CONCURRENCE

Annex ESF 6-A

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STATEMENT OF CONCURRENCE

EMERGENCY SUPPORT FUNCTION #6 - MASS CARE

The signature appearing below indicates the individual has the authority to commit resources of the agency represented and agrees to the functions and tasks prescribed for this ESF. Furthermore, concurrence also indicates adequate coordination with the Support Agencies listed during the four phases of emergency management (Preparedness, Response, Recovery and Mitigation). Should a Support Agency not accept their respective roles in this ESF, please notify the Division of Emergency Management by annotating the list below before completing and returning it to DEM for inclusion in the SRC ESF Plan.

PRIMARY AGENCY: American Red Cross of Northwest Florida

_____	_____	_____
(Signature)	(Printed Name)	(Date)

SUPPORT AGENCIES:

Santa Rosa County Division of Emergency Management

Santa Rosa County Department of Health

Santa Rosa County District Schools

Santa Rosa County Sheriff's Office

Salvation Army

Santa Rosa County Amateur Radio Emergency Service

Rural Metro Ambulance

United Way of Santa Rosa County

**STATE OF FLORIDA COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN 2005**

APPENDIX VI

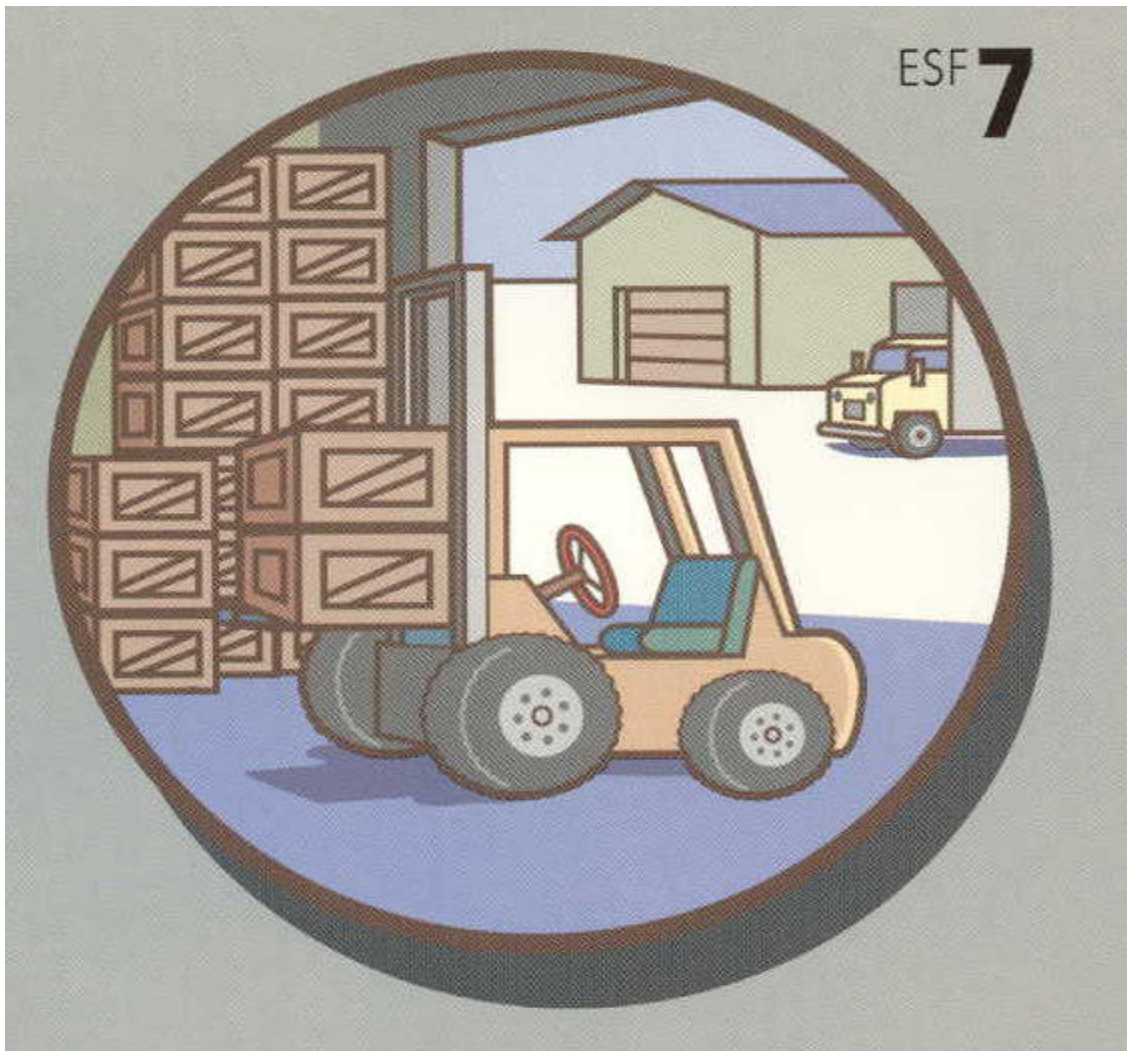
ESF 6 – MASS CARE

Annex ESF 6-B

Nov 2005

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EMERGENCY SUPPORT FUNCTION



RESOURCE SUPPORT

RESOURCE BRANCH LOGISTICS SECTION

EMERGENCY SUPPORT FUNCTION: #7

STATE LEAD AGENCY: Department of Management Services/Procurement Division

PRIMARY AGENCY: Santa Rosa County Office of Management and Budget

SUPPORT AGENCIES: Santa Rosa County Computer Department
Santa Rosa County Administrative Services
Santa Rosa County Finance Office
Santa Rosa County Clerk of Circuit Court

I. INTRODUCTION

A. Purpose

Provide logistical and resource support to the Board of County Commissioners (BOCC), the Emergency Operations Center (EOC) and all other Constitutional Officers and County Departments with priority being the protection and management of county assets.

B. Scope

Provide fiscal and managerial support as necessary. Provide for timely and efficient availability, following a disaster, of resources to county departments and offices and documentation of reimbursable expenditures as determined by the Federal Emergency Management Agency (FEMA) and the State of Florida.

C. Policies

1. Resource Support (ESF-7) is responsible for planning, coordinating, and managing resource support needed in all phases of response to and recovery from a major disaster or catastrophe.
2. Supplies and equipment will be provided from current county and municipal stocks or surplus, and from commercial sources and donations.
3. Designated support agencies will furnish resources as required to support these ESF requirements. Support by these agencies will be terminated at the earliest practical time.
4. Procurement will be made in accordance with current state and federal

laws and regulations that include emergency procedures under Florida Statute.

D. Planning Assumptions

1. Resources outside the affected area will be directed to fulfill the unmet needs of the county or local governments.
2. Transportation of resources will require staging areas that can be managed by Transportation (ESF-1) after a declared emergency and by assigned secondary support agencies in that area prior to state and federal activation.
3. Some resources of the county and local governments may not be available in the impacted area due to debris and destroyed buildings.
4. Logistical support to save lives will receive a first priority.
5. Massive demand for resources may be done in accordance with a declaration of local emergency that would exempt normal procedures for purchasing.

II. CONCEPT OF OPERATIONS

A. General

1. Countywide capabilities and resources committed to Resource Support (ESF-7) will be allocated and coordinated by Resource Support (ESF-7). The primary source of equipment, supplies, and personnel shall be made from existing support agency resources and local sources outside the impacted area including needed volunteers. Support, which cannot be provided from these sources, will be provided through commercial resources.

B. Organization

1. Resource Support (ESF-7), including Support Agencies, will operate under the direction of the Primary Agency, Santa Rosa County Office of Management and Budget.
2. Resource Support (ESF-7) will continue to operate throughout the emergency situation.
3. Upon notification, the Resource Support (ESF-7) Branch Leader will alert designated primary personnel of possible resource needs and report to the

Emergency Operations Center (EOC). ESF support operations will be coordinated through the EOC.

4. Resource Support (ESF-7) will maintain liaisons with other ESF and interested parties.
5. Resource Support (ESF-7) will accommodate at least two members of the Federal and State Advance Team (Federal ESF-7 and General Services Administration procurement officials) at the EOC until the Disaster Field Office is established.

C. Notification

1. The EOC will notify the ESF-7 Section Chief.
2. The Section Chief will implement the activation plan to notify all Resource Support (ESF-7) personnel and other support personnel. Personnel will be placed on standby or deployed for immediate response.
3. Inventories of resources, including but not limited to, pre-arranged staging areas, government buildings, public facilities, and agency contacts, will be reviewed and confirmed with the SEOC through the State GROOVE system or Tracker.

III. EMERGENCY SUPPORT FUNCTIONS

A. Response

1. Resource Support (ESF-7) members will be placed on standby or directed to staging areas with some facilities being manned for immediate response.
2. Some resources may be staged near the pending emergency areas depending on the scope and advance knowledge.
3. Support agencies may be alerted.
4. Some support agencies may be directed to deploy personnel and other resources.
5. Identification and assessment of resources available for designation as emergency support (including facilities).
6. Buildings will be obtained for staging warehouses or to replace damaged or destroyed facilities.

7. Communication resources will be provided in coordination with Communications (ESF-2).
8. Transportation needs will be provided in coordination with Transportation (ESF-1).
9. Office furniture, equipment and supplies will be provided from existing inventories or will be procured.
10. Food and fuel will be provided with cooperation of Food and Water (ESF-11).
11. Security for staging areas and facilities will be provided by Law Enforcement and Security (ESF-16)
12. Resource Support (ESF-7) will maintain records for all properties loaned in support of the EOC by the state or federal government.
13. Resource Support (ESF-7) will coordinate contractual services between the county and commercial sources.

B. Recovery

1. Resource Support (ESF-7) organization remains the same as in the Response Phase although agencies external to the County may change.
2. Functions performed by Resource Support (ESF-7) will also remain the same as in the Response Phase.

IV. RESPONSIBILITIES

A. Primary Agency

1. Responsible for coordinating and allocating resources through Resource and Support (ESF-7). Designated support agencies will furnish resources as required. Such support will be terminated at the earliest available time.
2. Provide support staff for the procurement of commodities and services, the leasing of buildings, and other facilities and facilities management.
3. Supplies and equipment will be provided from current local stocks and if necessary, from outside commercial sources.
4. Serves as the Primary Agency from Emergency Support Function 7 and be

present at the County EOC or on call at the Office of Management and Budget.

5. Prior to each new hurricane season, the Primary Agency will review this document and coordinate its content with support agencies to ensure it is up to date, see Annex 7-1.

B. Support Agencies

Support Agencies will perform duties similar to those during routine time and assist the Primary Agency in other requirements and will.

Additionally, the Computer Department

1. Establish procedures for the safeguard of the County Computer Complex to be used prior to impending disasters.
2. Take appropriate action to take two (or one plus previous night's save) separate backups of the county computer files once the county declares evacuation policy in effect. These tapes are to be taken by the senior computer member for safeguard away from disaster area, and at least one is to be stored in a fireproof safe for recovery after the disaster is over.
3. Provide the proper safeguard of the computer equipment prior to leaving the area for personal protection e.g. cover the terminals and other computer peripherals with plastic covers, etc.
4. Once the general emergency is over establish computer communications as soon as possible, providing first priority to the Emergency Management Department, to reinstate computer services for dispatching, followed by the Finance Department, to be able to establish funding resource records for the needed recovery materials and services that may be required for timely disaster recovery.

STATEMENT OF CONCURRENCE

Annex ESF 7-A

Nov 2005

STATEMENT OF CONCURRENCE

EMERGENCY SUPPORT FUNCTION #7 - RESOURCE SUPPORT

The signature appearing below indicates the individual has the authority to commit resources of the agency represented and agrees to the functions and tasks prescribed for this ESF. Furthermore, concurrence also indicates adequate coordination with the Support Agencies listed during the four phases of emergency management (Preparedness, Response, Recovery and Mitigation). Should a Support Agency not accept their respective roles in this ESF, please notify the Division of Emergency Management by annotating the list below before completing and returning it to DEM for inclusion in the SRC ESF Plan.

PRIMARY AGENCY: Santa Rosa County Office of Management & Budget

_____	_____	_____
(Signature)	(Printed Name)	(Date)

SUPPORTING AGENCIES:

Santa Rosa County Finance Office

Santa Rosa County Clerk of the Circuit Court

**STATE OF FLORIDA COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN 2005**

APPENDIX VII

ESF-7 – RESOURCE SUPPORT

Annex ESF 7-B

Nov 2005

**STATE OF FLORIDA RESOURCE AND FINANCIAL MANAGEMENT
POLICIES AND PROCEDURES FOR EMERGENCY MANAGEMENT**

Annex ESF 7-C

Nov 2005

2005

EMERGENCY SUPPORT FUNCTION



HEALTH AND MEDICAL SERVICES

**HEALTH AND MEDICAL UNIT
HUMAN NEEDS BRANCH
LOGISTICS SECTION**

EMERGENCY SUPPORT FUNCTION: #8

PRIMARY AGENCY: Santa Rosa County Department of Health

SUPPORT AGENCIES: Rural Metro Ambulance
Santa Rosa County Firefighters Association
Santa Rosa County/Municipality Fire Departments/Districts
Santa Rosa County Division of Emergency Management
Northwest Florida Chapter, American Red Cross
Santa Rosa Medical Center
Gulf Breeze Hospital
Jay Hospital
Santa Rosa County District Schools (Asst. Super. for Admin.)
Santa Rosa County District Schools (Transportation)
Santa Rosa County Aging Services
Baptist Hospital Life Flight
Sacred Heart Hospital Air Heart
Lifeguard Air Ambulance Service
Santa Rosa County Amateur Radio Service
Santa Rosa County Animal Services
Santa Rosa County Mosquito Control
Santa Rosa County Public Works Department
Santa Rosa County Sheriff's Office
City of Milton Police Department
City of Milton Public Works Department
City of Gulf Breeze Public Works Department
Town of Jay Public Works Department
District 1 Medical Examiner's Office
Home Health Care Agencies
Local Funeral Homes

I. INTRODUCTION

A. Purpose:

Identify health and medical needs of the entire county after a disaster. Coordinate the health and medical resources needed in responding to public health and medical care needs following a significant natural disaster or manmade event. Develop policy guidelines for sheltering people with special needs; develop strategies to ensure adequate staffing for the Special Needs Evacuation Shelter and the registration of people with special needs.

B. Scope

Health And Medical Services (ESF-8) involves identifying and meeting the health and medical needs of actual and potential victims of a major emergency or disaster in Santa Rosa County. This support is categorized into four functional areas with responsibilities including the following:

1. Public Health Services
 - a. Assessment of health/medical needs;
 - b. Disease Control/Epidemiology;
 - c. Health/medical care personnel, equipment and supplies;
 - d. Food/drug/safety
 - e. Radiological/chemical/biological hazards;
 - f. Mental health and crisis counseling;
 - g. Public health information release;
 - h. Vector control/monitoring;
 - i. Potability of water, wastewater and solid waste disposal;
 - j. Victim identification/mortuary services;
 - k. Medical Command and Control (MSU);
2. EMS/DMAT
 - a. Patient evacuation;
 - b. Emergency medical care personnel, equipment and supplies;
 - c. Emergency responder health and safety;
 - d. Mental health and crisis counseling;
3. Residential/medical Facilities
 - a. Coordinate notification, information update and evacuation assistance to medical facilities within the county both pre- and post-impact
 - b. Coordinate in-hospital care.
 - c. Provide updated census information and bed availability.
 - d. Detail facility needs for coordination with the SEOC.
4. Special Needs Population/Assisted Care Shelter.
 - a. Assign responsibilities and establish procedures for governmental, volunteer agencies and individuals in preparing for and executing evacuation for the special needs population segment of Santa Rosa County that might be necessary during any manmade or natural emergency event.

- b. Coordinate registration, notification, transportation, and sheltering of special needs population.

C. Policies

1. Health and Medical Services (ESF-8) will be implemented upon activation of the EOC. This will be following or prior to expectation of the occurrence of a significant natural disaster or manmade event.
2. Health and Medical Services (ESF-8) will coordinate all resources related to health and medical issues and shall monitor field deployment of medical personnel and resources.
3. Each agency involved in Health and Medical Services (ESF-8) operations will retain full control over its own resources and personnel.
4. Health and Medical Services (ESF-8) will not release medical information on individual patients to the general public to ensure patient confidentiality protection.
5. Appropriate non-specific information on casualties/patients will be provided to the American Red Cross for inclusion in the Disaster Welfare Information System and to Public Information (ESF 14) for informational releases.
6. In order to meet the special needs of those persons who would need assistance during evacuations and sheltering because of physical or mental handicaps, each local emergency management agency in the state shall maintain a registry to provide for the voluntary registration of disabled persons/citizens located within the jurisdiction of the local agency.
7. The registration shall identify those persons in need of assistance and plan for resource allocation to meet those identified needs. It further exists to assist the local emergency management agency in the identification of such persons. The Department of Children and Family Services shall provide registration information to all of its special needs clients and to all incoming clients as a part of the intake process. The registry shall be updated annually.
8. The registration program shall give disabled citizens the option of pre-authorizing emergency response personnel to enter their homes during search and rescue operation, if necessary, to assure their safety and welfare following a disaster.
9. On or before May 1 of each year, each electric utility in the state shall annually notify residential customers in its service area of the availability

of the registration program available through their Emergency Management agency.

10. All records, data, information, correspondence and communications relating to the registration of disabled persons are confidential and exempt from providers of s. 119.07 (1), except that such information shall be available for other emergency response agencies, as determined by the local Emergency Management Director. This exemption is subject to the Open Government Sunset Review Act in accordance with s. 119.114.
11. All appropriate agencies and community based service providers, including home health agencies, will coordinate with Health and Medical Services (ESF-8) by collecting registration information for people with special needs as part of their program intake process. They will establish programs to increase the awareness of the registration process and educate clients about the procedures, which may be necessary for their safety during disasters. Clients of state or federally funded service programs with physical or mental handicaps, in need of assistance in evacuation or when in shelters, shall register as People with Special Needs.
12. Shelter Rules
 - a. All clients utilizing the Special Needs Shelter must sign in upon arrival and sign out when they leave.
 - b. Food and drinks are allowed in the cafeteria only.
 - c. NO ALCOHOL OR DRUGS
 - d. ABSOLUTELY NO SMOKING IN THE SHELTER!
 - e. NO GUNS OR WEAPONS!
 - f. No pets
 - g. No disorderly or disruptive behavior
 - h. A Law Enforcement Officer will be on duty at all times.
 - i. We are guests of this facility and we must treat their building, equipment, and staff respectfully.
 - j. Being in a shelter is stressful for everyone, please treat your fellow evacuees with courtesy and kindness is to be stressed at all times.

D. Planning Assumptions

1. The most frequently activated facility is the Special Needs Evacuation Shelter.
2. For larger scale events, adequate notice prior to the arrival of risk conditions will occur. Although very short notice may be given under certain circumstances, i.e. wildfires, chemical releases, flooding, etc.
3. Resources within the affected disaster area may be inadequate.
4. Damage to chemical/industrial plants, sewer lines, and water distribution systems and secondary hazards such as fires will result in toxic environmental and public health hazards including exposure to hazardous materials, and contaminated water supplies, crops, livestock, and food products.
5. The damage and destruction from a catastrophic natural disaster will produce urgent needs for mental health crisis counseling for disaster victims and response personnel. The CISD team will be activated to provide for Critical Incident Stress Debriefing (CISD) for emergency response personnel.
6. Specific concerns exist for implementation of communicable disease services (prevention, surveillance, etc.).
7. Disruption of sanitation services and facilities, loss of power and massing of people in shelters may increase the potential for disease and injury.

II. CONCEPT OF OPERATIONS

A. General

Health and Medical Services (ESF-8) will be responsible for the coordination of services, equipment, supplies, and personnel to meet the health and medical needs resulting from such disasters. The Health and Medical Services (ESF-8) Primary Agency is responsible for activating and directing the activities for Health and Medical Services (ESF-8).

B. Organization

The County Health Department is the Primary Agency for Health and Medical Services (ESF-8) this agency will coordinate the deployment of all human and material resources from public, private and relief agencies to ensure an appropriate response to the situation.

C. Notification

1. General

Upon notification of a significant event, the Primary Agency representatives will be notified. EMS/DMAT, residential/medical facilities, and special needs population/assisted care shelter. These representatives will alert all essential emergency response personnel assigned to the EOC as well as appropriate field personnel and agencies.

2. Special Needs Shelter

a. Sims Middle School – North end – Large Scale Event

b. Milton Community Center – Small Scale Event

In consultation with Health and Medical Services (ESF-8), the EM Director will determine which shelter will be opened.

Special Needs Shelters are a refuge for people with specific needs that cannot be met in other shelters but should not be considered a mini-hospital or nursing home. Only PSN (People with Special Needs) will be admitted and will be accompanied by a Caregiver. If more or less services than can be provided at this facility is necessary, clients will be referred to an alternate site.

- a. When the decision is made by the Board of County Commissioners that shelters are needed, the Emergency Management Director will notify the School District Assistant Superintendent for Administrative Services who will then notify the schools to open for sheltering.
- b. A trained shelter manager will be in charge of each shelter. The school principal shall provide access to necessary parts of the school (primarily hallways, gang bathrooms, cafeteria dining and, in some instances, classrooms) and inform the shelter manager which areas are off-limits. Shelter managers will be issued school keys when necessary.
- c. The school principal should ensure that as much of the off-limits area as possible is locked to prevent unauthorized entry. The school principal is not responsible for registering or dealing with the sheltered. This is the Shelter Manager's responsibility. Once the school principal is satisfied that all is going well from a facilities viewpoint, they may leave the Shelter Manager in charge.

- d. The Emergency Management Director will determine when sheltering will cease and will notify the Santa Rosa County District Schools Assistant Superintendent for Administrative Services and the sheltering schools of the closing date and time.

D. Special Needs Shelter Operations

1. Accommodations.

- a. Sims Middle School Special Needs Evacuation Shelter is a school. The school provides only an area to stay temporarily during an emergency. During a limited crisis and schools remain open; a Special Needs Shelter may be opened at the Milton Community Center.
- b. A very limited number of cots and blankets available may be available for use in this shelter. There may not be a cot available for everyone.
- c. Clients are responsible for bringing their own pillow, blanket, sleeping bag, egg crate and any other special items that they may require.
- d. There are no hospital type beds and hospital beds will not fit in the doorway of the building.
- e. Clients should bring their own food and water supplies for 3 days. Food is not guaranteed to be available.

2. Medical Care.

- a. The Special Need Shelter is not a substitute for regular health care. No physician will be in the shelter. Nurses are there to provide assistance only, not for providing all of the necessary care. If person(s) are under the care of a doctor or home health care agency, please discuss disaster evacuation with them.
- b. If a client receives home health care or hospice, their folders and nurses' names and telephone numbers, need to be brought with them. Home health care agencies and Hospice should be notified before the client leaves home to advise them of the shelter location.
- c. Clients are responsible for bringing their medication and any medical supplies and equipment that they will need, including Depends, Chux, urinals, etc. Additionally, personal grooming items such as toothbrush, toothpaste, deodorant, etc. are also

recommended. A flashlight would be helpful if a loss of power should occur. Books, magazines, cards or a game are also recommended to pass the time.

III. EMERGENCY SUPPORT FUNCTIONS

A. Response

1. Actions and activities that are focused on saving lives, protecting the public health and stabilizing health and medical systems affected by the event. See Annex ESF-8-B, the State of Florida Comprehensive Emergency Management Plan, Appendix VIII ESF-8-Health and Medical Services.
2. Special Needs Shelter (Hurricane)
 - a. Hurricane Condition # 4: 72 Hours
 - i. The Special Needs Coordinator will be notified and report to the Emergency Operations Shelter for briefing by Division of Emergency Management staff.
 - ii. Other agencies involved in evacuation, sheltering, public assistance, etc. will be notified and briefed as required.
 - b. Hurricane Condition # 3: 48 Hours
 - i. The Special Needs Task Force will be notified of the current hurricane conditions and will start assignments as outlined in this plan.
 - ii. The Special Needs Assistant will notify all Special Needs Verifiers to report to the Emergency Operation Shelter.
 - iii. The Special Needs Transportation Officer will contact transportation personnel to report to the school bus shop.

NOTE: The Special Needs Task Force will be notified of current hurricane conditions by the Special Needs Coordinator.
 - c. Hurricane Condition # 2: 24 Hours
 - i. All Special Needs Personnel will report to the Emergency Operations Shelter.

- ii. Ensure all People with Special Needs have been contacted and requests for evacuation are completed.
 - iii. A briefing will be held and personnel will be assigned to specific assignments as defined in this plan and other as required by the Emergency Management Director.
 - iv. Special Needs Office is fully activated with all Special Needs staff present.
 - v. Any additional personnel will be recalled on an "as needed" basis.
- d. Hurricane Condition #1: 12 Hours
 - i. All preparation activities completed.
 - ii. Special Needs Care and assignments in progress
- e. Shelters
 - i. In order to adequately care for individuals who fall within the four special needs categories, the Santa Rosa County Department of Emergency Management has designated two types of shelters:
 - 1. American Red Cross Shelters (General Population)
 - Provide basic shelter services to individuals not requiring medical care per standard American Red Cross Disaster Regulations.
 - 2. Special Needs Shelters - Designed to care for:
 - People with medical conditions that require observation, assessment, and maintenance
 - People with contagious health conditions that require minimal precautions or isolation which cannot be handled by local public shelter staff
 - People with chronic conditions that require assistance with activities of daily living and do not require hospitalization
 - People with the need for medications and/or vital sign readings on a regular basis

NOTE: Sims Middle School and the Milton Community Center have an emergency generator for providing power to run only essential medical equipment such as oxygen delivery systems, with priority being given to persons requiring this type equipment. This school has been designated as the Special Needs Evacuation Shelter.

f. Special Needs Categories

During an emergency evacuation, there are a number of people without transportation, and a larger number of infirm and handicapped persons. This segment of the population has been classified into the following four categories:

- i. Individuals Without Transportation - Includes those individuals who are medically sound but lack private means of transportation.
- ii. Individuals Requiring Shelter Assistance only - Includes individuals who do not require medical screening, but may require specialized services or structures that have been built or refitted to service the disabled or handicapped. Category includes individuals confined to wheelchairs, blind, etc.
- iii. Individuals Requiring Medical Assistance For Transport - Includes individuals who require medical assistance (catheters, Alzheimer's, etc.) during transport to hospital or nursing home.
- iv. Individuals Requiring Ongoing Medical Care - Includes individuals who require ongoing medical care (recently discharged, oxygen user, etc.) and hospitalization.

B. Recovery

Activities, which assist systems in returning to normal per-event status. See Annex ESF-8-B, the State of Florida Comprehensive Emergency Management Plan, Appendix VIII ESF-8-Health and Medical Services.

C. Mitigation

Actions or activities that reduce or eliminate hazards See Annex ESF-8-B, the State of Florida Comprehensive Emergency Management Plan, Appendix VIII ESF-8-Health and

Medical Services.

IV. RESPONSIBILITIES

A. Primary Agency: Santa Rosa County Health Department

1. General

- a. Provide leadership in directing, coordinating, and integrating the overall county efforts to provide medical and public health assistance to the affected area.
- b. Conduct initial assessment of health and medical need through the state or local RIAT team as appropriate (see Rapid Impact Assessment Instrument).
- c. Determine need for additional personnel and resources, advise the EOC, and initiate request for mutual aid to SEOC through Tracker.
- d. Coordinate and direct the activation and deployment of voluntary resources of health/medical personnel, supplies, and equipment.
- e. Establish as needed active and passive surveillance systems for the protection of public health.
- f. Coordinate response for:
 - i. Safety of food and drugs
 - ii. Mental health problems
 - iii. Vector Control
 - iv. Potable water/wastewater/solid waste
 - v. Victim identification/mortuary services
- f. Continuously acquire and assess information about the situation; continue to identify the nature and extent of health and medical problems, and establish appropriate monitoring and surveillance of the situation to obtain valid ongoing information.
- g. Coordinate release of appropriate and timely public health information with Public Information (ESF-14) to include boil water orders, safety issues, etc. The Santa Rosa County Health Department Director has the authority to warn the public of contaminated water supply. All informational releases will be processed through the SRC PIO in the EOC, when activated.

- h. Provide the coordination of the following resources:
 - i. Medical equipment and supplies
 - ii. Nurses/RN/LPN
 - iii. Health administrators
 - iv. Pharmacy services
 - v. Physicians
 - vi. Environmental health specialists
 - vii. Laboratories and laboratory personnel
 - viii. Nutritional services
 - ix. Epidemiology
 - x. Mental health workers
 - xi. Radiation monitoring
 - xii. Disaster response expertise
 - xiii. Dental
 - xiv. Dietitians
 - xv. Immunizations
 - xvi. Case management
 - xvii. Outreach capability
 - xviii. Public information and education

- j. Coordinate response and location of deployed DMAT teams.

- i. The Santa Rosa County Health Department Epidemiologist is responsible for monitoring health hazards in the community. There will be a two-way communications on all issues involving health.

- j. Initial assessments of health and medical needs will be done by RIAT Teams and coordinated with Public Works and Engineering (ESF-3). Field staff will update Health and Medical Services (ESF-8) on a regular basis.

- k. Communicable disease, epidemiology, and environmental health issues are a routine responsibility of the Santa Rosa County Health Department; Health and Medical Services (ESF-8) will coordinate issues relating to sheltering and feeding of disaster victims with Mass Care (ESF-6).

- l. The Red Cross is the lead agency for Mass Care (ESF-6) and will be responsible for staffing general population shelters to ensure a 24-hour operation. Post disaster, Health and Medical Services (ESF-8) will coordinate use of nurses/health care workers from out-of-county with Mass Care (ESF-6)

- m. Medical equipment and supplies will be obtained from local vendors where possible. If unable to contact for needed items,

Health and Medical Services (ESF-8) will utilize the State Emergency Operations Center for other resources.

- n. By rule Assisted Living Facilities, Nursing Homes, etc. must have a plan in place on how, when and where they will evacuate their residents as well as a transport contract.

2. Special Needs Shelter

- a. Nursing Supervisor and Environmental Health Officer will open and transport supplies to designated shelter. An Environmental Health Officer and a nurse will inspect each shelter before opening.
- b. Nurses will staff Special Needs Shelter as needed, administer first aid, and assist in triage/screening and victim assignment. Keep patient records, evaluate sanitary conditions of shelters and consult with Environmental Health Specialist as needed.
- c. The nurses are there to assist in triage/screening and victim assignment, keep patient records, evaluate sanitary conditions of shelters, and consult with Environmental Health Specialist as needed. Specialized nursing care is not available.
- d. If assistance is needed with daily living activities, such as, eating, bathing, or going to the bathroom, the client must bring a caretaker with them.

B. Support Agencies

1. Rural Metro Ambulance

In the event of any natural or man-made disaster, Dispatch/Emergency Management will notify the Director (or his/her Designee) of Rural Metro. The Director or his/her designee will notify the appropriate EMS personnel. All personnel will report to the assigned areas as determined by the Director or his/her Designee. The Medical Coordinator or his/her Designee will report to the Command Post. All medical calls and evacuations will be coordinated through the Medical Coordinator or his/her Designee.

- a. Coordinate the evacuation of patients from the disaster area when evacuation is deemed appropriate.
- b. Coordinate the transport of victims to medical facilities outside the

county in accordance with the approved Trauma Transport Protocols.

- c. Coordinate additional transportation needs with Transportation (ESF-1).
 - d. Provide the coordination of the following resources:
 - i. Advance Life Support/Basic Life Support vehicles.
 - ii. Emergency Medical Technicians
 - iii. Paramedics
 - iv. Emergency medical equipment procurement
 - v. Aircraft (fixed/wing/rotary/medical evacuation)
 - e. Ensure the safety and care of emergency responders
 - f. Establish mental health crisis counseling centers
 - g. Provide for Critical Incident Stress Debriefing (CISD) for emergency response personnel
2. Santa Rosa County Firefighters Association
- a. Assist in coordinating Fire/Rescue activities throughout the County including mutual assistance.
3. Santa Rosa County/Municipalities Fire Departments/Districts
- a. Assist in the evacuation of personnel in affected areas
4. Santa Rosa County Division of Emergency Management
- a. SRC EM Director will determine when the shelter is opened and closed in coordination with the Primary Agency.
 - b. SRC DEM will perform/coordinate the following functions:
 - i. Special Needs Coordinator

Calls Special Needs agencies, makes copies of the current special needs registrants forms, which indicates each person's shelter and transportation needs, coordinates needed resources through both private and public sectors on local and state lands. Provides for support for members of the Special Needs Task Force; oversees the entire special needs evacuation process.

ii. Special Needs Coordinator Assistant

Assists in calling Special Need Agencies, making copies of the current special needs registrants' forms and distributes them to the Special Needs Transportation Office and the EMS Coordinator. Sorts the "Request for Evacuation Assistance" forms and maintains control of them until needed by EMS, Transportation and the Special Needs Coordinator. Makes other copies as required for the evacuees return home

iii. Special Needs Transport Officer (SNTTO)

Assign someone to deliver the Special Needs forms of all Special Needs clients requiring evacuation transportation to School Board Transportation officer and Rural Metro Representative.

The Emergency Management Director will advise the Special Needs Transportation Officer and others, as necessary, when to commence the evacuation. The evacuation process should take no more than 12 hours to complete.

NOTE: Once the order to commence Special Needs evacuation is issued, the School District's Assistant Superintendent for Administrative Services will be notified and the SNTTO will begin moving the Special Needs trailer with required equipment to the Special Needs Evacuation Shelter at Sims Middle School at 5500 Education Drive or Milton Community Center at 5629 Byrom Street, depending on the situation.

iv. Verifiers/Callers

Calls all pre-registered Special Needs clients to begin the evacuation process after the order to evacuate has been given; Takes telephone requests for evacuation sheltering and/or transportation assistance from non-pre-registered Special Needs clients. The Verifiers will remain operational as long as there is telephone communication. These personnel must be prepared to stay for the duration of the emergency.

5. Northwest Florida Chapter, American Red Cross

Assist in providing or coordinating for common resources.

6. Santa Rosa Medical Center/Gulf Breeze Hospital/Jay Hospital

Report number/types of beds available and type of emergencies observed to ESF-8

7. Santa Rosa County District Schools (Asst. Super. for Admin.)
Provide facilities and services for Special Needs Shelter.
8. Santa Rosa County District Schools (Transportation Director)
 - a. If it appears that evacuation transportation may be required, the School District's Director of Transportation will be notified.
 - b. Drivers and necessary support personnel will be notified. All drivers will be paid drivers. No volunteer drivers will be allowed. The buses will be dispatched via radio as requested by the Division of Emergency Management.
 - c. There is no municipal or private bus service in Santa Rosa County so there should be no confusion as to which buses will be used to provide transportation to evacuees without vehicles and where the pick-up points are located.
 - d. One of the most important aspects in evacuating the special needs population segment is determining and securing the appropriate type of vehicles to use. Privately owned vehicles are the principle source of public transportation and must be fully utilized. Due to the limited County vehicle resources, persons requiring hospitalization or a nursing home are advised to make their own arrangements for transportation. County vehicle resources that have been committed to augment the Special Needs Program are:
 - i. Buses - The Santa Rosa County District Schools will provide buses and drivers to transport able-bodied people without their own means of transportation to the area shelters.
 - ii. Lift-Gate Vehicles - The Santa Rosa County District Schools will provide buses and drivers equipped with lift gates to transport individuals confined to wheelchairs to the special needs evacuation shelter.
 - iii. Standard School Buses - The Santa Rosa County District Schools will provide standard sized school buses and drivers to transport ambulatory handicapped individuals to the Special Needs Evacuation Shelter.

- iv. Drivers will ensure that all vans are prepared for emergency evacuation and be on stand-by for evacuation assignment prior to and following a disaster.
- 9. Santa Rosa County Aging Services
 - a. Ensure clients are registered as Persons with Special Needs as appropriate
 - b. Monitor status of clients
- 10. Baptist Hospital's Life Flight/Sacred Heart Hospital's Air Heart/Lifeguard Air Ambulance Service

Assist in transporting patients when needed.
- 11. Santa Rosa County Amateur Radio Emergency Service (ARES)
 - a. Coordination with ESF-2 (Communications) and ARES is required to ensure that the Special Needs Evacuation Shelter has a working system of communications with the County Emergency Operations Center. This may include radio, telephone, or cellular telephone communications devices.
 - b. Provide communications services for all shelters, area hospitals (when requested), and the Emergency Operations Center.
- 12. Santa Rosa County Animal Services

Maintain a list of animal shelters and vets.
- 13. Santa Rosa County Mosquito Control

Assist Health and Medical Services (ESF-8) as required.
- 14. Santa Rosa County Public Works Department

Maintain roads and debris removal as required based on priorities developed by the EOC staff
- 15. Santa Rosa County Sheriff's Office
 - a. Provide a supervisor in the Emergency Operations Shelter to assist in the overseeing of evacuation procedures.
 - b. Assist in the notification of residents in those areas affected by the

evacuation.

- c. Assist in the safe and speedy evacuation of residents from the area affected by the disaster.
- d. Monitor evacuation routes to maintain a safe and steady flow of traffic from the areas affected by the evacuation.
- e. Patrol evacuated areas to keep unauthorized persons (i.e., sightseers, looters) from entering those areas affected by the disaster.
- f. Provide security for the established evacuation shelters throughout unincorporated Santa Rosa County.
- g. Depending on the size of the disaster, the Sheriff may request assistance from other county agencies, state, or federal officers to assist in performing some of these duties.

16. City of Milton Police Department

Provide security when the Milton Community Center is used as a Special Needs Shelter or other expedient location within the City Limits.

17. City of Milton Public Works Department

Maintain roads and debris removal as required based on priorities developed by the EOC staff

18. City of Gulf Breeze Public Works Department

Maintain roads and debris removal as required based on priorities developed by the EOC staff

19. Town of Jay Public Works Department

Maintain roads and debris removal as required based on priorities developed by the EOC staff

20. District 1 Medical Examiner's Office

Provide victim identification and mortuary services through the local funeral homes.

21. Home Health Care Agencies

- a. Ensure that an updated list of special need clients is maintained.
- b. Operations Managers will maintain close frequent liaison with Special Needs Agencies and the Division of Emergency Management.
- c. The agency will fully cooperate with local Emergency Management authorities during the emergency.
- d. Assist in staffing of Special Needs Shelter.

20. Local Funeral Homes

Provide mortuary services and advise Health and Medical Services (ESF-8) of status and observations.

STATEMENT OF CONCURRENCE

Annex ESF 8-A

Nov 2005

STATEMENT OF CONCURRENCE

EMERGENCY SUPPORT FUNCTION #8 - HEALTH AND MEDICAL SERVICES

The signature appearing below indicates the individual has the authority to commit resources of the agency represented and agrees to the functions and tasks prescribed for this ESF. Furthermore, concurrence also indicates adequate coordination with the Support Agencies listed during the four phases of emergency management (Preparedness, Response, Recovery and Mitigation). Should a Support Agency not accept their respective roles in this ESF, please notify the Division of Emergency Management by annotating the list below before completing and returning it to DEM for inclusion in the SRC ESF Plan.

PRIMARY AGENCY: Santa Rosa County Department of Health

(Signature)	(Printed Name)	(Date)
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SUPPORTING AGENCIES: Rural Metro Ambulance
Santa Rosa County Firefighters Association
Santa Rosa County Municipality Fire Departments/Districts
Santa Rosa County Division of Emergency Management
Northwest Florida Chapter, American Red Cross
Santa Rosa Medical Center
Gulf Breeze Hospital
Jay Hospital
Santa Rosa County District Schools (Asst. Super. for Admin.)
Santa Rosa County District Schools (Transportation)
Santa Rosa County Aging Services
Baptist Hospital's Life Flight
Sacred Heart Hospital's Air Heart
Lifeguard Air Ambulance Service
Santa Rosa County Amateur Radio Service
Santa Rosa County Animal Services
Santa Rosa County Mosquito Control
Santa Rosa County Public Works Department
Santa Rosa County Sheriff's Office
City of Milton Police Department
City of Milton Public Works Department
City of Gulf Breeze Public Works Department
Town of Jay Public Works Department
District 1 Medical Examiner's Office
Home Health Care Agencies
Local Funeral Homes

Annex ESF 8-A

Nov 2005

STATE OF FLORIDA COMPREHENSIVE EMERGENCY MANAGEMENT
PLAN 2005

APPENDIX VIII

HEALTH AND MEDICAL SERVICES (ESF-8) – HEALTH AND MEDICAL
SERVICES

Annex ESF 8-B

Nov 2005

2005

EMERGENCY SUPPORT FUNCTION



SEARCH AND RESCUE

**SEARCH AND RESCUE UNIT
PUBLIC SAFETY BRANCH
OPERATIONS SECTION**

EMERGENCY SUPPORT FUNCTION: #9

STATE LEAD AGENCY: Department of Insurance/State Fire Marshall

PRIMARY AGENCY: Santa Rosa County Search and Rescue

SUPPORT AGENCIES: Santa Rosa County and Municipality Fire/Rescue
Departments/Districts
Santa Rosa County Firefighters Association
Santa Rosa County Public Works Department
Santa Rosa County Sheriff's Office
Santa Rosa County Amateur Radio Emergency Service

I. INTRODUCTION

A. Purpose:

To provide support to communities after a major disaster and to coordinate the use of resources in both urban and non-urban search and rescue in response to an actual or potential disaster condition; search and rescue activities include, but are not limited to, locating and providing immediate medical assistance to victims in distress.

B. Scope

In a disaster situation, the lead agency and coordinator for search and rescue operations is Santa Rosa County Search and Rescue. Each municipality will be responsible for search and rescue operations within their respective jurisdictions.

C. Policies

1. The overall coordinator of the search and rescue operation will be the President of Santa Rosa County Search and Rescue.
2. Santa Rosa County Emergency Management will assist in coordinating county assets and augment local agencies with their SAR responsibilities and efforts.
3. SAR will be coordinated by Santa Rosa County Search and Rescue with the assistance of Santa Rosa County Firefighters Associations and fire departments.

4. The Division of Emergency Management will request state and federal Urban Search and Rescue (USAR) assistance as required.
5. Search and Rescue (ESF-9) will interface with Health and Medical (ESF-8) to assist with medical assistance and transportation of victims beyond initial collection points.

D. Planning Assumptions

1. All available local SAR resources will be committed and additional help is needed from the state.
2. Coordination and direction of the local efforts, including volunteers, will be required.
3. Damaged areas will have access restrictions and not readily accessible. The possibility exists that only air access will be available.
4. Secondary events or disasters will threaten survivors as well as SAR personnel.
5. Representatives of Santa Rosa County Search and Rescue will be available to man the Search and Rescue (ESF-9) desk in the EOC.

II. CONCEPT OF OPERATIONS

A. General

The first priority after a disaster is to locate any victims in affected areas and ensure the safety of injured or stranded personnel. The injured must be treated on the scene and moved to medical facilities as soon as possible. Those stranded must be relocated to safe areas. The search and rescue effort within Santa Rosa County will be a coordinated effort involving fire, Search and Rescue, emergency medical, public works, and law enforcement agencies.

B. Organization

The County Search and Rescue will augment the local Fire Department with specialty units and Fire Department Search and Rescue units (FDSAR). Each component serves a distinct function and ambient conditions that determines where and when a component will be deployed. Search and Rescue teams will be provided by Santa Rosa Search and Rescue component. Each team will be capable of transiting areas impassable to street-type vehicles; of clearing debris from roadways; of extinguishing fires; of rendering emergency life support, of transportation of survivors to shelters, hospitals, or other safe areas and of maintaining security within the area of the team's operation.

C. Notification

1. Should a site-specific SAR event occur, the Fire District in which the situation exists will be alerted to respond and establish Incident Command. The EOC will assist in deploying other agencies to report to command as needed. Fire resources will be notified via the Plectron system. Other agencies including Santa Rosa County Search and Rescue will be contacted using the County Paging System. Notification to State Warning Point (SWP) will be performed by ECC and documented on the appropriate form, when required.
2. Should SAR be required on a countywide basis resulting from a major disaster event, SAR teams will be coordinated by the Search and Rescue (ESF-9) representative and contacted via ECC with the assistance of the Emergency Management Division coordinating support agencies and equipment. Additional agencies will be contacted to rally available personnel and report to a designated staging area.
3. Notification to State Warning Point (SWP) or SEOC, whichever appropriate, will be made for a potential or actual event requiring response and coordination of Statewide resources.
4. Other resources available will be confirmed for possible use by the Division of Emergency Management through Resource Support (ESF-7).

III. EMERGENCY SUPPORT FUNCTIONS

A. Response

1. Aviation assets will go airborne as soon as weather conditions permit, to determine which areas of the County will require search and rescue assistance and to direct Search and Rescue units into those areas requiring assistance. Each aircraft will be equipped with a video camcorder so that the observer can make a visual record of storm damage. The recorded videotapes will be offloaded each time the aircraft refuels. Recorded tapes will then be transported, by the most expedient means practical under existing conditions, to the representative in the Emergency Operations Center. These tapes will then be made available for damage assessment reports to the State.
2. Search and Rescue teams will report to their respective staging areas in advance of the storm. Said deployment will commence when the initial evacuation order is promulgated by the Board of County Commissioners or may begin jointly with the first call for voluntary evacuation. The

Search and Rescue teams will deploy to their assigned search and rescue areas as soon after the storm as weather permits. Each team will be responsible for their assigned area. Teams will, however, be deployed to other areas of the County if the need arises.

3. Units of the Santa Rosa Search and Rescue Watercraft Section and Dive Team will be dispatched based upon intelligence information received from the Aviation Unit, Search and Rescue teams, and calls for service received by the Emergency Operations Center.
4. Search and Rescue units will be deployed as soon as weather and law enforcement operational priorities permit. These units may be assigned to any location within the County where the roads are passable by standard automobile. Deployment will be based upon information received from the aviation units, ground units, or calls for service received by the Emergency Operations Center.
5. As search and rescue teams will probably be the first into damaged areas, they should be able to provide an initial rough assessment of damage incurred. As time and resources permit, search and rescue supervisors should provide initial overviews of the extent of damage in their area of operations back to the Emergency Operations Center.

B. Recovery

Upon request, SAR missions will be performed in the manner described above.

IV. RESPONSIBILITIES

A. Primary Agency

The Santa Rosa County Search and Rescue will have the responsibilities of primary agency in Search and Rescue (ESF-9) As the primary agency, the SAR President will coordinate with the Fire Departments and Florida Fire Chiefs' Association (FFCA) in directing SAR activities. FFCA will work with Department of Insurance and the State Fire Marshall's Office by forwarding requests to the five regional response zones designated in the State of Florida Fire Rescue Disaster Plan (prepared by the FFCA).

B. Support Agencies

1. There are numerous potential local, state, and federal agencies, which have assets that could be applied to search and rescue operations. Among these include Florida Marine Patrol, Florida Highway Patrol, Florida National Guard, U.S. Coast Guard, local television/radio stations

(helicopters). The Emergency Operations Center will coordinate requests for search and rescue assistance from other agencies.

2. If fatalities are encountered during search and rescue or other recovery operations, the County Medical Examiner must be contacted for disposition of remains. It is solely the responsibility of the Medical Examiner to coordinate movement of deceased victims. If the Medical Examiner has insufficient access to transportation assets for deceased victims, assistance will be requested from the EOC.

STATEMENT OF CONCURRENCE

Annex SEARCH AND RESCUE (ESF-9) -A

Nov 2005

STATEMENT OF CONCURRENCE

EMERGENCY SUPPORT FUNCTION #9 - SEARCH AND RESCUE

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PRIMARY AGENCY: Santa Rosa County Search and Rescue

_____	_____	_____
(Signature)	(Printed Name)	(Date)

SUPPORTING AGENCIES:

Santa Rosa County and Municipality Fire Departments/Districts

Santa Rosa County Firefighters Association

Santa Rosa County Public Works Department

Santa Rosa County Sheriff's Office

Santa Rosa County Amateur Radio Emergency Service

**STATE OF FLORIDA COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN 2005**

APPENDIX IX

SEARCH AND RESCUE (ESF-9)

Annex SEARCH AND RESCUE (ESF-9) -B

**FLORIDA ASSOCIATION OF SEARCH AND RESCUE RESOURCE
TYPING POLICY**

Annex SEARCH AND RESCUE (ESF-9) -C

Nov 2005

STATEWIDE FIRE-RESCUE DISASTER PLAN

Annex SEARCH AND RESCUE (ESF-9) -D

Nov 2005

2005

EMERGENCY SUPPORT FUNCTION



HAZARDOUS MATERIALS

**HAZARDOUS MATERIALS UNIT
PUBLIC SAFETY BRANCH
OPERATIONS SECTION**

EMERGENCY SUPPORT FUNCTION: #10

STATE LEAD AGENCY: Department of Environmental Protection

PRIMARY AGENCY: Santa Rosa County Firefighters' Association

SUPPORT AGENCIES: Santa Rosa County Municipality Fire/Rescue
Departments/Districts
Santa Rosa County Department of Health
Santa Rosa County Division of Emergency Management
Santa Rosa County Public Works Department
Santa Rosa County Sheriff's Office
City of Milton Public Works Department
City of Gulf Breeze Public Works Department
Town of Jay Public Works Department
Florida Department of Environmental Protection
Florida Department of Transportation

I. INTRODUCTION

A. Purpose:

Provide support in response to an actual or potential discharge and/or release of hazardous materials resulting from a natural, manmade, or technological disaster; Hazardous Materials (ESF-10) may be actuated under one of the following conditions.

1. In response to natural or other disasters with the potential for a hazardous materials impact to human life, property or the environment; or in anticipation of a natural or other manmade disaster that is expected to result in an impact to hazardous materials facilities or transporters

B. Scope

Hazardous Materials (ESF-10) provides for a coordinated, effective, and efficient response to discharge and release of hazardous materials or substances by placing human, financial, and material resources into action in the impacted area.

Hazardous Materials (ESF-10) establishes the lead coordination role, division, and specification of responsibility among state agencies that may be brought to bear in a

hazardous materials response action. This ESF is applicable to all departments and agencies with responsibilities and assets to support local response to actual and potential discharges of hazardous substances.

C. Policies

1. Hazardous Materials (ESF-10) is responsible for planning, coordination and management of resource support needed in all phases of response and recovery from a major hazardous materials or substance disaster or catastrophe.
2. Supplies and equipment will be provided from current county and municipal stocks or surplus, and from commercial sources and donations.
3. Designated support agencies will furnish resources as required to support these Hazardous Materials (ESF-10) requirements. Support by these agencies will be terminated at the earliest practical time.
4. Designated support from the commercial entity, SWS Environmental Emergency Response, Inc., who will furnish resources as required to fulfill these ESF requirements. Support by this commercial entity will be terminated at the earliest practical time.
5. Procurement will be made in accordance with current state and federal laws and regulations that include emergency procedures under Florida Statute.

D. Planning Assumptions

1. Local response agencies will be overwhelmed by the extent of the response effort required to assess, monitor, clean-up, and dispose of hazardous materials released into the environment.
2. There will be numerous incidents occurring simultaneously in separate locations both inland and along coastal waters.
3. Standard communications equipment and practices will be disrupted or destroyed.
4. Response personnel, cleanup crews, and response equipment will have difficulty reaching the site of a hazardous materials release because of damage sustained by the transportation infrastructure.
5. Additional response/cleanup personnel and equipment will be needed to supplement existing capabilities and to provide backup or relief resources.

6. Even if the natural or other catastrophic disaster does not cause situations where there are actual releases, there will be considerable concern about facilities, which are located in or near the affected area. These facilities will need to be monitored by Hazardous Materials (ESF-10).
7. Air transportation will be needed for damage reconnaissance and to transport personnel and equipment to the site of a release.
8. Emergency exemptions will be needed for disposal of contaminated material.
9. Hazardous Materials (ESF-10) responders should be expected to be self-sufficient in the early days of the response.

II. CONCEPT OF OPERATIONS

A. General

Hazardous Materials (ESF-10) will direct the efforts to supplement local emergency response actions, immediately following a disaster involving hazardous materials. Federal, state, and local officials must maintain close coordination. Hazardous Materials (ESF-10) operations will secure, remove and dispose of hazardous materials from the disaster area, and will initiate other early tasks associated with these incidents.

B. Organization

Santa Rosa County Firefighters Association and Municipal Fire Departments/Districts is the primary agency for Hazardous Materials (ESF-10). The primary and support agencies will provide representatives on a 24-hour basis to the EOC to ensure full coordination of all associated resources.

C. Notification

In the event of a spill or release involving hazardous materials or substances, the respective Fire District will be notified to respond; in addition, a page will be sent out the Hazardous Materials Advisory Council by the EOC. In the event of a pending situation, the Council coordinator will be notified to provide EOC staffing to Hazardous Materials (ESF-10).

IV. RESPONSIBILITIES

A. Primary Agency

Santa Rosa County Firefighter's Association and Municipal Fire Departments/Districts have the lead role in Hazardous Materials (ESF-10).

B. Support Agencies

1. Santa Rosa County Hazardous Materials Advisory Committee
2. Santa Rosa County Department of Health
3. Santa Rosa County Division of Emergency Management
4. Santa Rosa County Public Works Department
5. Santa Rosa County Sheriff's Office
6. City of Milton Public Works Department
7. City of Gulf Breeze Public Works Department
8. Town of Jay Public Works Department
9. Florida Department of Environmental Protection

STATEMENT OF CONCURRENCE

Annex ESF 10-A

Nov 2005

STATEMENT OF CONCURRENCE

EMERGENCY SUPPORT FUNCTION #10 - HAZARDOUS MATERIALS

The signature appearing below indicates the individual has the authority to commit resources of the agency represented and agrees to the functions and tasks prescribed for this ESF. Furthermore, concurrence also indicates adequate coordination with the Support Agencies listed during the four phases of emergency management (Preparedness, Response, Recovery and Mitigation). Should a Support Agency not accept their respective roles in this ESF, please notify the Division of Emergency Management by annotating the list below before completing and returning it to DEM for inclusion in the SRC ESF Plan.

PRIMARY AGENCY: Santa Rosa County Firefighters Association

_____	_____	_____
(Signature)	(Printed Name)	(Date)

SUPPORTING AGENCIES:

Santa Rosa County and Municipality Fire Departments/Districts

Santa Rosa County Department of Health

Santa Rosa County Division of Emergency Management

Santa Rosa County Hazardous Materials Advisory Council

Santa Rosa County Public Works Department

Santa Rosa County Sheriff's Office

City of Milton Public Works Department

City of Gulf Breeze Public Works Department

Town of Jay Public Works Department

Florida Department of Environmental Protection

Florida Department of Transportation

**STATE OF FLORIDA COMPREHENSIVE EMERGENCY
MANAGEMENT PLANN 2000**

APPENDIX X

EFS 10 – HAZARDOUS MATERIALS/ENVIRONMENTAL PROTECTION

Annex ESF 10-B

Nov 2005

2005

EMERGENCY SUPPORT FUNCTION



FOOD AND WATER

**FOOD AND WATER UNIT
HUMAN NEEDS BRANCH
LOGISTICS SECTION**

EMERGENCY SUPPORT FUNCTION: #11

STATE LEAD AGENCY: Department of Agriculture and Consumer Services

PRIMARY AGENCY: Department of Agriculture and Consumer Services
(Division of Forestry)

SUPPORT AGENCIES: Santa Rosa County Department of Health
Santa Rosa County District Schools
Santa Rosa County Sheriff's Office
Salvation Army
American Red Cross of Northwest Florida

I. INTRODUCTION

A. Purpose:

Coordinate food and water distribution from the recovery staging areas to local distribution sites. Monitor the collection and sorting of all food and water supplies donated and assure safety for consumption. Process all requests for needs and donations of food and water supplies in coordination with ESF-5. Coordinate with the volunteer personnel center to provide adequate relief for volunteers.

B. Scope

The Food and Water (ESF-11) representative at the Emergency Operations Center will coordinate food and water distribution from the recovery staging areas to local distribution sites. Food and Water (ESF-11) will monitor the collection and sorting of all food and water supplies donated and assure safety for consumption. Food and Water (ESF-11) will process all requests for needs and donations of food and water supplies. Food and Water (ESF-11) will coordinate with the Volunteer Personnel Center (ESF-15) to provide adequate relief for volunteers.

C. Policies

1. During the initial and subsequent damage assessments, the number of victims without food and water will be determined. Food banks in Santa Rosa County are church-based, as well as private charity organizations.

There are many food stores located throughout the County that are listed in the Yellow Pages of the local phone books. In the event of an emergency, the resources are requested from Florida Department of Agriculture and Consumer Services (SEOC ESF-11) for USDA foods. NOTE: NO USDA RESOURCES WILL BE RELEASED PRIOR TO A PRESIDENTIAL DISASTER DECLARATION.

2. ESF-1 (Transportation) will coordinate arrangements for the transportation of food shipments to warehouses, feeding sites and pantry locations.
3. The Emergency Management staff will assist the Food and Water (ESF-11) representative in the EOC in the purchase or solicitation of food supplies from local food stores by coordinating the contact with the responsible persons.
4. The Department of Children and Family will be responsible for providing emergency food stamp assistance in accordance with their disaster manual.
5. The Food and Water (ESF-11) representative at the EOC will coordinate mass feeding with all of the support agencies by personal contact or other means of communication and will establish a priority list.
6. Comfort stations consisting of a variety of "basic needs" will be established as recommended by the EOC and coordinated by all ESF agencies there. Usually these comfort stations are established at local fire departments after coordination and concurrence is obtained.
7. Santa Rosa County District Schools has committed to provide foodstuff in facilities used for shelters.
8. Financial Management
 - a. Documentation of Expenditures
 - i. Food and Water (ESF-11) will be responsible for approving all Food and Water (ESF-11)-related expenditures.
 - ii. The Food and Water (ESF-11) representative will have the following responsibilities:
 1. Obtain from the Financial Management representative the budgetary organization code for the existing incident. Document all expenditures by the ESF using this organization code for cost recovery subsequent to the incident period.

2. Supervise the maintenance of a personnel log that tracks the hours worked of all Food and Water (ESF-11) personnel during the incident period.
3. Every 24 hours during the incident period or as requested otherwise, prepare a report summarizing the dollar costs and personnel hours expended during the previous 24 hours and during the incident to date. A copy of this report will be delivered to Information and Planning (ESF-5), Resource Support (ESF-7), and Volunteers and Donations (ESF-15).

D. Planning Assumptions

1. Local resources will be exhausted quickly.
2. External resources will be available from various sources.

II. CONCEPT OF OPERATIONS

A. General

1. This ESF will operate under existing United States Department of Agriculture (USDA) authorities and regulations as well as Public Law 93-288, as amended, and the Santa Rosa County Comprehensive Emergency Management Plan (SRCCEMP), to provide disaster food supplies to designated disaster staging areas/mass feeding sites and coordinate the issuance of disaster food stamps.
2. Following a notification of an impending major disaster or emergency, this ESF will be staffed at the Emergency Operations Center (EOC) on a 24-hour basis as needed. This ESF will use damage projection models to calculate the number of people that may be affected in order to assess the amount of food and water needed to meet the anticipated demand. Warehouse inventories will be tabulated and if additional food supplies are needed, this ESF will obtain and transport such supplies to the disaster or staging areas.
3. Mass feeding sites will use menu calculations provided by this ESF. Menus will be built around available USDA foods. Quantity usage tables will be used to address serving sizes. These tables, combined with the menus, will provide for ordering, forecasting, and supplying data.
4. Other mass care organizations with food resources will supplement the food supply. Menus will be adjusted based on food quantities. Staff from

this ESF will be sent into the disaster area to assess the effectiveness of the food distribution network and to oversee the inventory of food, water, and ice resources procured by the ESF. Staff will coordinate with county officials and Mass Care (ESF-6) field staff to ensure ample and timely deliveries of food, water, and ice supplies. This ESF will coordinate with SEOC Public Works and Engineering (ESF-3), which is responsible for potable water. If needed, a representative from SEOC or Federal ESF-3 will be requested to join Santa Rosa County Food and Water (ESF-11) to coordinate ample water supplies.

B. Organization

1. The Department of Agriculture and Consumer Services has the primary responsibility at the state level for all Food and Water (ESF-11) activities.
2. Upon activation, the Food and Water (ESF-11) representative will be responsible for ensuring all food, water and ice concerns are addressed. Additional support agencies and organizations may be utilized and will be tasked either to provide a representative to the EOC or to provide a representative who will be immediately available via telecommunications means (telephone, facsimile, conference call, etc.).

C. Notification

1. Upon the threat of a disaster, the EOC will notify the primary contact person for this ESF. This notification will be made via telephone. Such notification may be to advise of the potential for a disaster, report to the EOC or to update information.
2. The Food and Water (ESF-11) Section Chief will notify all support agencies and may request that they report to the EOC.

III. EMERGENCY SUPPORT FUNCTIONS

A. Response

1. Inventory food and water supplies
2. Work with Mass Care (ESF-6) to identify the number of people in shelters and others in need of food and water.
3. Work with Mass Care (ESF-6) to identify the locations of all mass feeding sites.

4. Work with Energy (ESF-12) to monitor power outages for estimated ice needs and quantities.
5. Work with Public Works and Engineering (ESF-3) and Health and Medical (ESF-8) to monitor water contamination in the disaster area and estimate water needs and quantities.
6. Work with Mass Care (ESF-6) to identify the locations of all food distribution sites.
7. Coordinate with Resource Support (ESF-7) to obtain additional refrigerated trailers, if needed.
8. Identify menus for meals to be used for calculation of food supplies and serving portions.
9. Assess warehouse space and needs for staging areas.
10. Coordinate with Volunteers and Donations (ESF-15) to incorporate offers of donated supplies into the disaster-feeding network.
11. Monitor and coordinate the flow of food, water, and ice supplies into the impact area.
12. Assess the need and feasibility of issuing emergency food stamps.

B. Recovery

1. Continue to monitor food, water and ice needs.
2. Assess special food concerns of the impacted residents.
3. Monitor nutritional concerns.
4. Establish logistical links with local organizations involved in long-term congregate meal services.

IV. RESPONSIBILITIES

A. Primary Agency

1. Determine the availability of USDA foods that are safe for human consumption within the disaster area.

2. Coordinate with the State Division of Emergency Management (DEM), ESF-6 (Mass Care), and local officials to determine food, water and ice needs for the population in the impacted areas.
3. Coordinate requests for the approval of emergency food stamps for qualifying households within the affected area.
4. Make emergency food supplies available to households for take-home consumption in lieu of food stamps for qualifying households.
5. Provide appropriate information to ESF-5 (Information and Planning) on a regular basis.
6. Develop a plan of operation that will ensure timely distribution of food supplies to mass care locations.
7. Deploy water tankers to locations identified by Mass Care (ESF-6) and local officials.
8. Provide daily information to Public Information (ESF-14) and Volunteers and Donations (ESF-15) on the amount of food used and types of food needed.
9. Maintain records of the cost of supplies, resources, and employee hours needed to respond to the disaster.
10. Monitor the number of mass feeding sites, soup kitchens, and pantries providing food to disaster victims.

B. Support Agencies

1. American Red Cross (ARC) will:
 - a. Assist in identifying and assessing the requirements for food on a two-phase basis: critical emergency needs immediately after the disaster and long-term sustained needs after the emergency phase is over
 - b. Assist with the distribution of coordinated disaster relief supplies
 - c. Per established agreements with private vendors, supplement USDA food stocks
2. Santa Rosa County District Schools will:
 - a. Inventories of available food supplies

- b. School Food Service Directors will work with Mass Care (ESF-6) agencies to provide available food to Food and Water (ESF-11) to best support shelter/evacuation center operations.
 - c. Assist shelter staff as required when available
- 3. Department of Community Affairs will coordinate with Department of Children and Families to:
 - a. Provide demographic profiles of constituent programs.
 - b. Provide strategies for addressing elderly feeding concerns.
 - c. Coordinate the issuance of emergency food stamps.
 - d. Provide information on the demographics and infant and elder population in the disaster area potentially impacted prior to disaster, if possible.
 - e. Provide demographic profiles of Department of Children and Families income eligible assistance programs in the impacted area (i.e., AFDC/WIC).
 - f. Provide current information on sources of infant formula.
- 4. Santa Rosa County Sheriff's Office will:
 - a. Provide labor to load and unload shipments.
 - b. At the onset of an emergency, notify Food and Water (ESF-11) of the number of support labor available in the impact area.
 - c. Assist with transportation of foodstuffs.

STATEMENT OF CONCURRENCE

Annex Food and Water (ESF-11) -A

Nov 2005

STATEMENT OF CONCURRENCE

EMERGENCY SUPPORT FUNCTION #11 - FOOD AND WATER

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PRIMARY AGENCY: Department of Agriculture and Consumer Services
(Division of Forestry)

(Signature)

(Printed Name)

(Date)

SUPPORTING AGENCIES:

Santa Rosa County Department of Health

Santa Rosa County District Schools

Santa Rosa County Sheriff's Office

Salvation Army

American Red Cross of Northwest Florida

**STATE OF FLORIDA COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN 2000**

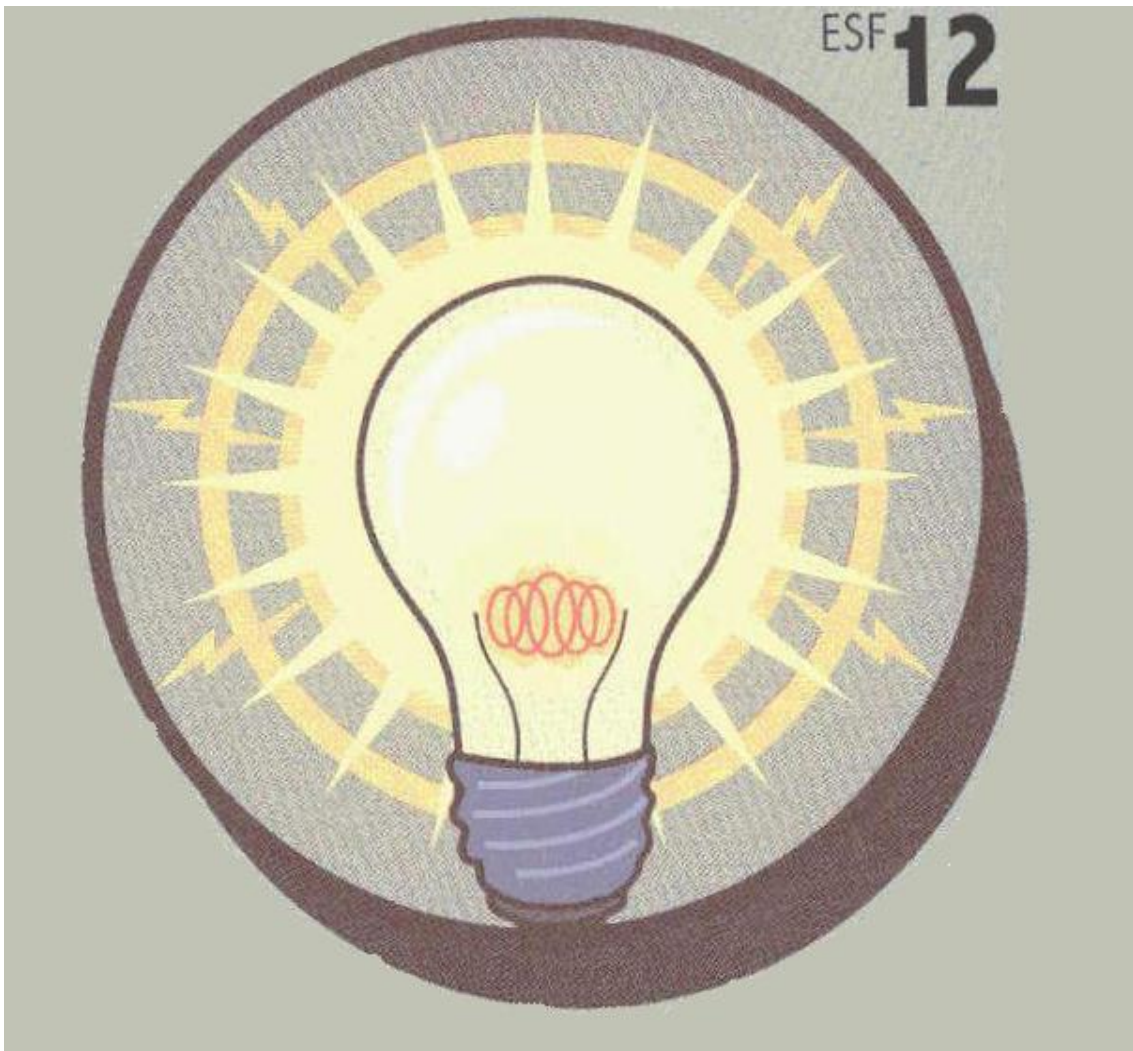
APPENDIX XI

FOOD AND WATER (ESF-11) – TRANSPORTATION

Annex Food and Water (ESF-11) -B

2005

EMERGENCY SUPPORT FUNCTION



ENERGY

**ENERGY UNIT
INFRASTRUCTURE BRANCH
OPERATIONS SECTION**

EMERGENCY SUPPORT FUNCTION: #12

STATE LEAD AGENCY: Public Service Commission/Department of Community Affairs

PRIMARY AGENCY: Santa Rosa County Division of Emergency Management

SUPPORT AGENCIES: Gulf Power Electrical Company
Santa Rosa County Public Works Department
City of Gulf Breeze Utilities Department
City of Gulf Breeze Public Works Department
City of Milton Utilities Department
City of Milton Public Works Department
Town of Jay Public Works Department
Santa Rosa County Department of Health
Escambia River Electric Cooperative, Inc.
Blossman Gas (Propane)
Retail Fuel Outlets

I. Introduction

A. Purpose

To coordinate the response activities of the energy organizations and utilities in responding to and recovering from fuel shortages, power outages and capacity shortages which impact or threaten to impact Santa Rosa County citizens and visitors during and after a disaster situation. Fuel shortages may be caused by the disruption of normal supply distribution during severe weather conditions. Power outages and capacity shortages may be caused by unusually hot or cold weather, short-term electric fuel transportation and supply shortages, transmission and distribution disruptions, severe weather conditions or power plant outages.

B. Scope

Energy (ESF-12) involves coordinating the provision of emergency supply and transportation of fuel and the provision of emergency power to support immediate response operations as well as restoring the normal supply of power to normalize community functioning. This ESF will work closely with local and state agencies, energy offices, energy suppliers, and distributors. The scope of this ESF includes:

1. Assessing energy system damage, energy supply/demand and

requirements to restore such systems

2. Assisting local agencies in obtaining fuel for transportation and emergency operations
3. Administering, as needed, statutory authorities for energy priorities and allocations
4. Coordinating with Energy (ESF-12) support agencies for assistance in helping energy suppliers obtain, information, equipment, specialized labor, fuel and transportation to repair or restore energy systems
5. Recommending local actions to save fuel
6. Coordinating information with local, state, and federal officials and energy suppliers about available energy supply recovery assistance
7. Providing technical assistance involving energy systems
8. Processing all fuel and power assistance requests received
9. Coordinating with Energy (ESF-12) at the SEOC

C. Policies

1. In the wake of a disaster, many of our local resources will be unavailable due to damage, inaccessibility, or insufficient supply. Coordination with the SEOC will be essential to begin the recovery process and meet emergency needs as well as returning the community to pre-disaster conditions. The assets available to Energy (ESF-12) will be used to assist with emergency efforts to provide fuel, power, and other resources as necessary. The priorities for allocation of these assets will be to:
 - a) Coordinate with Energy (ESF-12) support agencies in providing sufficient fuel supplies to emergency response organizations, and areas along evacuation routes
 - b) Coordinate the provision of materials, supplies, and personnel for the support of emergency activities being conducted
 - c) Maintain communication with utility representatives to determine emergency response and recovery needs
 - d) Coordinate with the Mass Care (ESF 6) and Health and Medical (ESF-8) to identify emergency shelter power generation status/needs; and coordinate with Energy (ESF-12) support

agencies and other ESF with assistance in providing resources for emergency power generation

2. All agencies, public and private, will cooperate to ensure all activities of Energy (ESF-12) are completed.
3. This ESF will be implemented upon notification of a potential for/or occurrence of major disaster or emergency.

D. Planning Assumptions

1. During periods of abnormal weather or in the event of multiple unanticipated generating unit outages, there may be occasional times when generating capacity is limited or falls below customer demand.
2. There may be widespread and prolonged electrical power failure. With no electric power, communications will be affected; traffic signals will not operate, causing surface movement gridlock. Such outages will affect other public health and safety services, including the movement of petroleum products for transportation and emergency power generation.
3. The lead agency of this ESF, upon notification of a potential or actual electrical generating capacity shortage, or actual or potential fuel shortages, shall communicate and coordinate with state and local support agencies when prioritizing emergency support and energy restoration.
4. Coordination and direction of local efforts including volunteers will be required.
5. Damaged areas will have restricted access and not readily accessible, except, in some cases by air.

II. Concept Of Operations

A. General

1. When electric utility operating reserves are nearly exhausted and there is an imminent possibility of curtailment, or when other energy supplies (such as natural gas or automotive transportation fuels) are disrupted, an appraisal of the situation is made by designated authorities and personnel, and action is taken in accordance with this ESF. Emergency organization personnel are notified and mobilized to direct and coordinate relief efforts, to communicate with the public and appropriate governmental agencies, and to restore normal service as soon as the event will allow. These

response actions are carried out to maintain energy system integrities and to minimize the impact on Santa Rosa County citizens and visitors.

2. Identification and Emergency Restoration of Public Facilities

- a) Initial damage assessments will identify the areas and types of utility outages. Based on these reports emergency restoration of essential public facilities will be prioritized as follows:
 - (i) Emergency direction and control facilities
 - (ii) Medical facilities
 - (iii) Water and wastewater pumping facilities
 - (iv) Fire and Police Stations
 - (v) Shelters
 - (vi) County Resource Staging areas, Recovery Centers, Disaster Field Office(s), and Disaster Assistance Centers
 - (vii) Other key public and private facilities
 - (viii) General public

3. Gas Companies/Utilities

Initial recovery efforts in regard loss of gas systems will be focused on prioritization.

The Gas Companies/Utilities will take steps to immediately repair their facilities and mitigate further contamination. Any assistance necessary from the State DEP will be requested by the EOC through DEM.

The Gas Companies/Utilities will do all in their power to restore damaged gas lines and distribution systems as soon as possible after the storm. If there is a major disruption, Utilities representatives in the EOC will request for alternate sources of water (e.g. commercial company tankers, bottled water, FNG resources, etc). Any assistance necessary from the SEOC will be requested by the EOC through DEM.

4. Electricity

Disruption of electricity will cause problems with water pumping facilities and gasoline pumps causing drinking water shortages and a shortage of fuel for emergency vehicles. Power loss can also disrupt telephone service thereby complicating communications capabilities within the County.

Restoration of electrical power in the immediate emergency period will begin as soon as major roads are cleared of debris and fallen trees to allow passage of

vehicles and work crews. Gulf Power Company maintains emergency restoration workers and can import manpower from areas not affected by the hurricane.

All electric substations in the County have the potential for hurricane wind damage. About 10 percent of the County's substations are projected to receive storm surge damage that would disrupt normal operation for more than one day under a minimal hurricane. A very intense hurricane is projected to cause several days of service disruption from storm surge to about 30 percent of the County's substations. Under this intense hurricane damage scenario, a full-scale influx of outside electric company emergency restoration crews will be necessary to repair such a widespread system disruption.

5. Public Information

Public information programs regarding energy or utilities issues will be the primary responsibility of the utilities with assistance from the EOC. Coordination of all information at the local and state levels will ensure adequate coverage.

6. Requests for Fuel and Power

Requests for fuel and power will be routed through the EOC where they will be prioritized and arrangements for transportation and other special requests will be conducted.

B. Organization

The lead agency for Energy (ESF-12) will assume primary responsibility for this activity. Upon activation of the EOC, Energy (ESF-12) will be responsible for ensuring that energy concerns are addressed. Communications will be maintained with electric utilities and support agencies in responding to and recovering from emergencies regarding electrical service outages, electric generating capacity shortages, fuel shortages and any other emergency energy concern.

C. Notification

- a) Upon activation of the EOC, appropriate personnel will be notified via alpha pager, phone, or fax.
- b)
- c) Energy (ESF-12) support agencies will be notified as appropriate.

I. Emergency Support Functions

A. Response

1. Contact electric and gas companies serving the emergency area to obtain information about damage and/or assistance needed in their areas of operation.
2. Coordinate with Energy (ESF-12) support agencies to establish priorities and develop strategies for the initial response.
3. Monitor the procedures followed by individual emergency agencies during energy generating capacity shortages to ensure consistent action and communication.
4. Assign emergency response/damage assessment teams to the impacted areas to determine possible affected areas, industries, and resources needed for energy restoration.
5. Determine local generating capacity; expected peak loads; expected duration of emergency event; explanation of utilities' actions; and recommendations of state and local agency actions in support of the utilities.
6. Provide information to ESF-14 (Public Information) as to generating capacity shortfalls.
7. Communicate with and monitor local response action.
8. Receive and assess requests for aid from local agencies, energy offices, energy suppliers, and distributors.
9. Request from SEOC, when appropriate, needed resources to repair damaged energy systems. Such resources could include transportation to speed system repair.
10. Work with the all agencies involved to establish priorities to repair damage to such systems.
11. Update ESF-14 (Public Information) with accurate assessments of energy supply, demand, and requirements to repair or restore energy systems.
12. Keep accurate logs and other records of emergency responses.
13. Draft recommendations for after-action reports and other reports as appropriate.

B. Recovery Actions

1. Coordinate the provision of resources to assist local agencies in restoring emergency power and fuel needs.
2. Review recovery actions and develop strategies for meeting local energy needs.
3. Continue to monitor local, state, and utility actions.
4. Provide information and support regarding energy concerns.

II. Responsibilities

A. Primary Agency

1. Coordinate with the support agencies and ESF in directing resources and prioritizing the needs for energy restoration.
2. Contact will be made to electric and gas and industry coordinating groups serving the emergency area to obtain information about damage and/or assistance needed in their areas of operation.
3. Monitor the individual utilities during a generating capacity shortage on their systems and the procedures followed by all utilities to ensure coordinated statewide action and communications.
4. Coordinate and communicate with Energy (ESF-12) at the SEOC and report to the command group information regarding:
 - a. Electric generating capacity
 - b. Expected electrical peak load
 - c. Geographic areas and number of customers that are expected to be most severely impacted, if available
 - d. Status of major generating unit outages
 - e. Expected duration of event

- f. Explanations of utilities planned actions and recommendations of agency actions in support of the utilities
- 5. Administer statutory authorities for energy priorities
- 6. Communicate and coordinate with local and state agencies responding to energy emergencies and energy restoration.
- 7. In the event of a shortage of automotive transportation fuels or fuels needed for other industrial purposes, coordinate with industry trade groups and associations to obtain needed fuel supplies.

B. Support Agencies

- 1. Energy Suppliers (trade organizations, utilities, and other relevant organizations). These suppliers will communicate with ESF 12 to facilitate assessing and repairing damage.
- 2. Maintain contact with the Energy (ESF-12) representatives in the SEOC as needed.

STATEMENT OF CONCURRENCE

Annex ESF 12-A

Nov 2005

STATEMENT OF CONCURRENCE

EMERGENCY SUPPORT FUNCTION #12 - ENERGY

The signature appearing below indicates the individual has the authority to commit resources of the agency represented and agrees to the functions and tasks prescribed for this ESF. Furthermore, concurrence also indicates adequate coordination with the Support Agencies listed during the four phases of emergency management (Preparedness, Response, Recovery, and Mitigation). Should a Support Agency not accept their respective roles in this ESF, please notify the Division of Emergency Management by annotating the list below before completing and returning it to DEM for inclusion in the SRC ESF Plan.

PRIMARY AGENCY: Santa Rosa County Division of Emergency Management

_____	_____	_____
(Signature)	(Printed Name)	(Date)

SUPPORTING AGENCIES:

Gulf Power Electrical Company

Santa Rosa County Public Works Department

City of Gulf Breeze Utilities Department

City of Gulf Breeze Public Works Department

City of Milton Utilities Department

City of Milton Public Works Department

Town of Jay Public Works Department

Santa Rosa County Department of Health

Escambia River Electric Cooperative, Inc.

Blossman Gas (Propane)

Retail Fuel Outlets

**STATE OF FLORIDA COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN 2002**

APPENDIX I

ESF 12 – ENERGY

Annex ESF 12-B

Nov 2005

2005

EMERGENCY SUPPORT FUNCTION



MILITARY SUPPORT

**MILITARY SUPPORT UNIT
PUBLIC SAFETY BRANCH
OPERATIONS SECTION**

EMERGENCY SUPPORT FUNCTION: #13

STATE LEAD AGENCY: Department of Military Affairs/Florida National Guard

PRIMARY AGENCY: Santa Rosa County Division of Emergency Management

SUPPORT AGENCIES: Florida National Guard
Whiting Field Disaster Preparedness
Hurlburt Field Disaster Preparedness
Eglin AFB Disaster Preparedness

I. Introduction

A. Purpose

Provide and coordinate Military Support, primarily Florida National Guard, but including federal resources when appropriate in times of a major or catastrophic disaster and/or civil unrest and detail the responsibilities and the role of the Florida National Guard in conducting rapid impact assessments. Coordinate with local military resources as appropriate.

B. Scope

1. Military support request to the West Area Command (FLNG), headquartered at Tallahassee FL, will be authorized at the EOC by the Emergency Management Director or the Sheriff through the State Coordinator.
2. Florida National Guard Operations Plan for Military Support to Civil Authorities (FLNG-OPLAN-MSCA), dated June 02, 2000, contains annexes necessary for any specific mission that the County would request. All requests will go through the State Coordinator to the FLNG Liaison Officers providing support to the county.
3. The County will provide Damage Assessment Teams to conduct Joint Impact Assessments with the appropriate state agency/FLNG personnel of the Rapid Impact Assessment Team (RIAT).
4. Coordination is also maintained with the Federal military installations in the County and surrounding areas.

C. Policies

1. Military support supplements local and state relief. Refer to Florida CEMP on commitment and use of military forces. National Guard assistance normally is provided when:
 - a. The situation is so severe and widespread that effective response and support is beyond the capabilities of local, state government and civil resources have been exhausted.
 - b. Required resources are not available from commercial sources. National Guard support will not be furnished if it is in competition with private enterprise or the civilian labor force.
 - c. Required as a supplement to civil resources to cope with the humanitarian and property protection requirements caused by a civil emergency or mandated by law
 - d. The experience and the availability of FLNG organic resources, permits them to do a task more effectively or efficiently than another agency.
 - e. An emergency or disaster occurs and waiting for instructions from higher authority would preclude an effective response, a National Guard commander may do what is required and justified to save human life, prevent immediate human suffering, or lessen major property damage or destruction. The commander will report the action taken as soon as possible. Support will not be denied or delayed solely for lack of a commitment for reimbursement or certification of liability from the requestor.
 - f. When a public service is lost or withdrawn and an immediate substantial threat to public health, safety, or welfare is evident, it is desirable that supervisors, managers, and key personnel of that public service be available to provide technical assistance to National Guard Personnel. In the absence of key public service personnel, the State Adjutant General (TAG) will make plans and coordinate with appropriate civil authorities to perform the mission within the capabilities and limitations of the National Guard.
 - g. The capability of the National Guard to assist in the restoration/continuation of public services depends primarily on the degree of military or civilian skills possessed by National Guard personnel.

2. The presence of federal military installation in and near our County requires particular attention to their needs as well as how they can contribute in times of crisis.

D. Planning Assumptions

1. Military support is based on availability of forces. Department of Defense wartime needs command first priority. Scale and scope of disaster dictate the actual military support.
2. Coordination and support will include local federal agencies as well as state resources.

II. CONCEPT OF OPERATIONS

A. General

Before a disaster, Florida Division of Emergency Management (FDEM) and The Adjutant General (TAG)-EOC will attempt, if possible, to decide if Santa Rosa County will receive Rapid Impact Assessment Teams (RIAT).

B. Organization

1. Immediately following a major or catastrophic disaster, the Florida National Guard will deploy one or more RIAT. The team composition will include civil utility and infrastructure experts, as needed. The mission of the RIAT is to expeditiously evaluate the affected population's immediate needs. RIAT evaluate the availability of essential services (food, water, housing, and medical) within the impacted area and loss or damage to the infrastructure (communications, transportation, utilities). Each RIAT consists of 8-12 personnel and deploys from a pre-selected staging site at the earliest possible time following an emergency/disaster to a pre-identified county landing zone. The RIAT includes communication specialists, aircrews and three helicopters. The Santa Rosa County Landing Zones are registered with the appropriate state agencies.
2. Local agencies will be tasked to provide debris removal at the landing sites until augmented. Once the landing zone is cleared, the RIAT will arrive. The RIAT is supported through the Emergency Operations Center that assists the RIAT with transportation support. Debris removal at landing sites is a high priority. Vehicle and helicopter fuel requirements are coordinated between the RIAT and local resources. The RIAT is self-sufficient for at least 72 hours. They billet at available facilities or set up tents after the hurricane.

3. The landing zone is controlled by the county EOC (ESF 5). Users other than the FLNG coordinate with the EOC to use the zone.
4. Any FL unit is potentially liable for tasking during a disaster. Once ordered to duty, units assemble at home station. Liaison elements then contact the appropriate civil authorities. If necessary, the TAG may direct the liaison officers to the area of operations to see the Governor's Authorized Representative, local and state officials and the Staff Coordination Assistance Team. Once ordered to deploy, forces move personnel and equipment to a pre-designated assembly area within proximity of the affected area. When conditions allow, the forces move into the affected area and begin relief efforts. The area commander decides and coordinates the staging area.
5. Resources available from local federal installations may also be used to meet a myriad of requirements.

C. Notification

1. The FLNG is requested through the SEOC only by the Emergency Management Director or representative.
2. Continual coordination is maintained with local federal installations.

III. Emergency Support Functions

A. Response

1. All Florida National Guard units are potentially available to support civil authorities during times of emergency or disasters. The Florida National Guard is task organized to support minor, major, or catastrophic emergencies/disasters. Task Force organizational integrity will be retained when operational requirements permit. However, any Florida National Guard element may be modified to create special Task Force organizations and attached to other units to enhance the capability to provide greater support during major/catastrophic emergencies. Response operations focus on those of life saving functions required by the population in the disaster area. Examples of response the Florida National Guard can provide during a state of emergency include:
 - a. Evacuation & Rapid Impact Assessment
 - b. Search and Rescue
 - c. Transportation of Supplies and Services

- d. Distribution Points & Provide and Operate Generators
- e. Mass Feeding & Communications
- f. Clear Roads and Bridges
- g. Emergency Medical Support
- h. Comfort Stations
- i. Remove and Transport Debris
- j. Water Purification & Base Camp for Emergency Workers
- k. Aviation Operations
- l. Law Enforcement and Security
- m. Engineer Support
- n. Civilian Acquired Skills

- 2. The Florida National Guard will resist attempts to utilize equipment/personnel below a company organization level.

B. Recovery

Recovery operations begin the process of returning the community infrastructure and services (both municipal and commercial) to a status that satisfies the need of the population. The Florida National Guard will continue to provide military support to lead agencies during the recovery phase until services can be contracted to the civilian sector and local/State agencies regain control of the situation. The Florida National Guard forces will adjust or redeploy as operations transition from the response and recovery stage to the restoration stage.

C. Mitigation

Mitigation actions are not applicable to Military Support (ESF-13).

IV. Responsibilities

A. Primary Agency

1. Liaison officers are trained for military assistance to civilian operations. They provide guidance on National Guard assets, capabilities, limitations to support agencies, assist in coordinating mission request, and assure proper flow of mission requests between civilian and military agencies.

A LIAISON OFFICER CANNOT COMMIT FLNG ASSETS OR PERSONNEL FOR A MISSION WITHOUT PRIOR APPROVAL FROM THE TAG-EOC (ST. AUGUSTINE).

2. Prior to or after a disaster, the liaison officers should be integrated into the county communications network. They should provide representation in the EOC.
3. Military Support (ESF-13) conducts regional Liaison Officer Training Courses for members of each Task Force. These Liaison Officer's are utilized to assist the Emergency Preparedness Managers in the affected counties on the capabilities and limitations of the Florida National Guard and to assist them in the operations of their Emergency Operations Centers. Rapid Impact Assessment Team training is conducted yearly, dependent on funding from the State. The Florida National Guard also trains throughout the year on its wartime mission that increases the readiness of the Florida National Guard.

B. Support Agencies

1. The county should provide a radio (800 MHZ) and Alpha pager. If these systems are inoperable then provide the next best means of communication. The EOC should post information provided from the liaison to include but not limited to:
 - a. Location of forces, operations areas, command post, billeting and messing areas
 - b. Mission status from state/county agency tasks
 - c. Communication networks to include accessible frequencies and phone numbers
 - d. Staff meeting agendas both for civilian and military to attend
 - e. Integration of active duty and FLNG forces

2. Requesting Assistance:

Requesting assistance once the FLNG is in-place begins at the EOC. As missions develop the EOC coordinates with the FLNG representative to support the task. When the mission is assigned the FLNG monitors and updates the status of each task. The FLNG may be expected to provide support to lead state agencies.

3. Special Units:

Some emergencies require specially trained and equipped security forces. FLNG has units designated for civil disturbances and law enforcement operations. FLNG units in Sarasota and Bradenton are trained for these missions. Special mission teams available from FLNG include:

- a. Damage Assessment Teams: To conduct an immediate and limited assessment of a given area to analyze the extent of damage to life sustaining or life threatening systems; Meant to complement RIAT
- b. Forward Area Response Team: Deploys to remote or inaccessible locations to establish reception capability for follow on forces.
- c. Insertion Teams: Capable of inserting themselves and others into inaccessible areas to conduct follow-on missions such as first aid, damage assessment, etc; these teams can conduct insertion through airmobile, airborne or maritime methods.
- d. On-The-Street-Teams: To perform standard civil disorder maneuvers in support of the commander's objectives.

4. Local federal installations may assist within statutory constraints.

STATEMENT OF CONCURRENCE

Annex ESF 13-A

Nov 2005

STATEMENT OF CONCURRENCE

EMERGENCY SUPPORT FUNCTION #13 - MILITARY SUPPORT

The signature appearing below indicates the individual has the authority to commit resources of the agency represented and agrees to the functions and tasks prescribed for this ESF.

Furthermore, concurrence also indicates adequate coordination with the Support Agencies listed during the four phases of emergency management (Preparedness, Response, Recovery and Mitigation). Should a Support Agency not accept their respective roles in this ESF, please notify the Division of Emergency Management by annotating the list below before completing and returning it to DEM for inclusion in the SRC ESF Plan.

PRIMARY AGENCY: Santa Rosa County Division of Emergency Management

_____	_____	_____
(Signature)	(Printed Name)	(Date)

SUPPORTING AGENCIES:

Florida National Guard

Whiting Field Disaster Preparedness

Hurlburt Field Disaster Preparedness

Eglin AFB Disaster Preparedness

**STATE OF FLORIDA COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN 2000**

APPENDIX XIII

ESF 13 – MILITARY SUPPORT

Annex ESF 13-B

Nov 2005

2005

EMERGENCY SUPPORT FUNCTION



PUBLIC INFORMATION

PUBLIC INFORMATION INCIDENT COMMAND

EMERGENCY SUPPORT FUNCTION: #14

STATE LEAD AGENCY: Department of Community Affairs

PRIMARY AGENCY: Santa Rosa County Public Information Officer

SUPPORT AGENCIES: Santa Rosa County Division of Emergency Management
Santa Rosa County Administrator
Santa Rosa County Board of County Commissioners
Emergency Communications Operations Supervisor
E-911 Coordinator
Governor's Press Office
Law Enforcement Officials
Santa Rosa County Amateur Radio Emergency Service
Florida Department of Children and Families
Florida Department of Elders Affairs (Santa Rosa Aging Services)
Florida Department of Transportation
Florida Department of Insurance
Chambers of Commerce
Public Service Commission
Florida Association of Broadcasters
Emergency Alert system

I. INTRODUCTION

A. Purpose:

Provide a rapid means of disseminating accurate information to the public from the Santa Rosa County Board of County Commissioners and Division of Emergency Management. Provide and disseminate information to county officials, emergency services staff, media outlets, municipal officials and citizens. Provide rumor control volunteer staff and warning procedure during an emergency under the supervision of the Emergency Management Director. Maintain liaison with municipalities, special districts, contiguous political jurisdictions and state and federal levels.

B. Scope

Emergency public information will be accomplished throughout three phases:

1. Routine: Information disseminated during normal operations includes written and graphic disaster preparedness materials such as brochures and publications, public presentations, news releases, and media events. The

information is to encourage preparedness activities, awareness and encourage personal responsibility to minimize the loss of life and property during a disaster. This information also identifies vulnerable areas for each hazard as described in the Hazards Vulnerability Analysis.

2. **Emergency Information:** Emergency information dissemination begins when an actual or pending emergency threatens the local area. Pre-packaged preparedness information will be widely disseminated through all media channels. As the situation becomes more threatening, specific information and instructions will be released primarily directed toward the survival, health, and safety of the citizens in the impacted area. Prioritization of informational releases will be prepared, with the following of principal importance:
 - a. Lifesaving, including information essential to survival, health, and safety
 - b. Recovery, including instructions concerning disaster recovery, relief, programs and services
 - c. Other, including non-emergency notices released by participating government and volunteer agencies
3. **Post Emergency:** This phase begins after the disaster impact and continues until the needs for recovery and rehabilitation are satisfied. Informational releases will include disaster assistance information, descriptions of recovery efforts, actions being taken to alleviate problems, and inform the public of assistance programs available.

C. Policies

The Santa Rosa County Public Information Officer is responsible for the coordination of all public information activities during an actual or pending emergency. The PIO, or when appropriate an established Joint Information Center (JIC) will be responsible for:

1. Disseminate information concerning specific disasters, their associated threats, and protective actions to the news media and public.
2. Ensure that no media information is released prior to appropriate coordination.
3. Maintain the Media Center in the Emergency Operations Center facility access and disseminate information concerning protective actions taken by the county.
4. Actively solicit information from all ESF and municipal liaisons to ensure

current and complete information is being disseminated.

5. Release public information concerning all facets of the emergency, e.g. needed volunteers and donations, evacuation, reentry and other recovery issues. This will be performed twice daily at 11:00 AM and 5:00 PM CST.
6. Coordinate informational flow with the State EOC.
7. Ensure media (both print and electronic) are monitored for correct and consistent informational releases.

D. Planning Assumptions

1. Public information is of utmost importance for the safest progression of an incident.
2. Extensive destruction of media communications facilities and loss of electrical power may severely disrupt the normal flow and dispersal of information in the disaster area.
3. The demand for public information may exceed the capabilities of the county public information staff. Additional support may be requested from the state or other sources.
4. In the aftermath of disaster, information is frequently erroneous, vague, difficult to confirm and contradictory and there will be significant demand to know what resources are needed.

II. CONCEPT OF OPERATIONS

A. General

1. During disasters, Public Information (ESF-14) will act as the central coordinating facility for receiving and disseminating public information. Information flow to the EOC will occur directly from news media reports, Citizen Information Lines, municipal liaisons and officials, the SEOC, and other ESF. Information will flow from the EOC in the form of media briefings, press releases, and situation reports. Information will be coordinated with adjoining jurisdictions experiencing the situation to ensure a coordinated release of information.
2. Access to the Santa Rosa County EOC by the media will be restricted and normally limited to the Media Center. Should the number of media requesting this access be in excess of the room's capability, a pool representative from each media type would be selected for this access.

Only pool participants will be eligible to receive pool information.

B. Organization.

1. The Public Information Officer will act as the lead for Public Information (ESF-14). The ESF will need to be staffed in the Emergency Operations Center on a 24-hour schedule to facilitate the flow of public information.
2. Public Information (ESF-14) will work closely with Information and Planning (ESF-5) to ensure that accurate and consistent information is being released by all involved.
3. Citizen's Information Center (CIC) will be established to answer calls from the public. A CIC Coordinator is designated to oversee the CIC and sufficient staffing is available depending upon the level of activity experienced. The CIC Coordinator will ensure that situation updates are being provided to the staff in a timely manner and that designated runners are relaying information from the EOC as necessary. The CIC will be operational 24 hours unless otherwise directed by the Emergency Management Director.
4. In addition, Public Information (ESF-14) may provide personnel for running a Joint Information Center (JIC) in the event of a catastrophic disaster. In this scenario, Public Information Specialists from FEMA and the State of Florida may respond to the disaster area. A JIC may be established in the Emergency Operations Center, or if the disaster is not limited to, Santa Rosa County it may be set up at the Disaster Field Office (DFO) or other centralized location. The PIO may relocate to the JIC but ensure the County Public Information (ESF-14) desk is manned adequately.
5. Public Information (ESF-14) and ESF-15 (Volunteers and Donations) will work together to release information concerning what volunteer goods and services are needed in the disaster area, and where volunteers and donors may go to deliver such goods or potential services.
6. All ESF should regularly provide information to Public Information (ESF-14) and the Citizen Information Center (CIC) to keep government officials and citizens aware of current events.

C. Notification.

1. Pre-incident and ongoing activities will be monitored by the EM staff.
2. EM will notify the lead Public Information Officer of the situation.

III. EMERGENCY SUPPORT FUNCTIONS

A. Response

1. The public will be advised of the measures being taken to handle the situation, including governmental decisions, recommendations, and instructions. A continuous flow of adequate information is provided through various locations and through local media in the county with full details of the emergency conditions, evacuation routes, and relief services available.
2. Special efforts in Santa Rosa County are required to acquaint the elderly and handicapped as well as the mobile home communities of their particular vulnerability and efforts taken on their behalf. If evacuation is ordered, local fire departments are notified and firefighters go to each mobile home and notify residents, also the Citizen Information Center volunteers under direction of the Special Needs Coordinator will telephone each Mobile Home Park. Since we have a negligible non-English speaking or migrant population, very little effort is expended in this direction.

B. Recovery

1. Disseminate damage reports received, verified, and authorized to media.
2. Work closely with Citizen Information Center personnel and Crisis Teams.
3. Under direction of Emergency Management Director carry out any directed duties regarding public notification of conditions.
4. Work in conjunction with Volunteers and Donations (ESF-15) coordinator in relation to volunteers and/or donations.

C. Mitigation

1. Public Awareness Program
 - a. The PIO provides for an understanding of individual responsibilities, actions, and duties when an emergency incident occurs. Public actions may be directed through public information during the period before an emergency as well as during response and recovery; this includes the dissemination of evacuation routes and zones. Emergency information is distributed through Chamber of Commerce and Tourist Centers. Local newspapers publish an

annual Hurricane Preparedness Insert that provides a variety of information.

- b. During times when emergencies do not exist, the PIO in conjunction with the Division of Emergency Management will conduct presentations to various groups throughout the County.
- c. The PIO will assist in the preparation of the annual EM Newsletter.

IV. RESPONSIBILITIES

A. Primary Agency

- 1. Responsible for the overall conduct of the Public Information Program, taking into account the needs of residents as well as visitors to the County, to know or be able to know immediately the means of obtaining emergency services, as well as warning characteristics and action to be taken when warned of an emergency. The program will stress developing public awareness about the County Emergency Services program.
- 2. The PIO when notified by the Emergency Management Director that the EOC has been activated for a disaster provides staffing and functions.
- 3. The PIO coordinates the Media Center and addresses the media, responds to all media calls, coordinates and distributes information and updates from the Emergency Manager and other officials.
- 4. Contact information for all agencies is found in the Santa Rosa County Hurricane Procedures.

B. Support Agencies

- 1. Citizen Information Lines (CIL)
 - a. The CIL Team will consist of predetermined number county employees working in a designated room at the EOC. They will be responsible for answering calls and providing up-to-date information and guidance to callers before, during, and after a disaster. Employees must be committed to work on extended hours while the EOC is activated. Any caller requiring additional or special assistance will be referred to the appropriate emergency official. If they are not available, information will be taken and contact will be made for them as soon as possible.
 - b. It is the responsibility of the entire EOC staff to keep the CIL Team informed of all developments surrounding the event.

- c. Any rumor taken by the CIL team members will be given to the Emergency Management Director or his representative and the PIO for action.

2. Amateur Radio Emergency Service (ARES)

The ARES Network of over 25 volunteers is used to supplement other Emergency Communications Systems as well as provide primary data transmission when possible. Recruitment of ARES volunteers is conducted through the Amateur Radio Network. Extensive training is conducted to ensure that the ARES Network is operated in compliance with FCC Rules and Regulations and County/state operating procedures.

3. Emergency Communications Center (ECC)

The expediency of advance warning information being received in adequate time to prepare for any emergency is of the utmost importance in gaining control of any emergency. The Santa Rosa County Warning Point is located in the Emergency Communications Center of the County, which is not subject to flooding, in a secure area with auxiliary power supply and food preparation area self-sufficient for seven days. The center is manned 24 hours a day. It is anticipated that warnings or notifications of disasters will be received at the Warning Point as either:

- a. *Severe Weather* - Bulletins and advisories from the ESATCOM (Emergency Satellite Communication System) or relay same on the weather service Teletype in the Communications Center.
- b. *Other Disasters* - Reports from deputies or municipal law agencies who are normally first on the scene, or any reliable citizen source.
- c. Back up sources to receive information include NCIC National Crime Information Center) Teletype, telephone, radios and the TV Weather Channel.
- d. Warning Systems and Procedures
 - 1. Upon receipt of an authentic warning or notification at the County Warning point (ECC), based on the severity of the emergency and time of day, the Public Information Officer will promptly notify the EAS and all appropriate media sources by telephone and/or fax. The Emergency Management Director will initiate the alert system involving those County agencies as is necessary to respond to the incident(s). Warnings to the public by the

PIO will include instructions for any required actions such as evacuation, avoiding the disaster area, seeking cover from a tornado, etc. County and other allied agencies will continue warning/ notification received via their own internally developed alert systems. Announcements of "All Clear" will be made by the Warning Point to all recipients of the initial warning/notification and will include instructions for any further actions. All warnings are recorded via the automated dispatch systems indicating the time received and the time the information was acknowledged and there are no prerecorded warning tapes.

2. Severe weather occurrences and Emergency Management emergencies prompt authenticated reports of severe weather occurrences (tornado, waterspout or funnel cloud, high winds, etc.) or disasters (radiation or hazardous materials incidents, aircraft crashes, explosions, fires, flooding, civil disturbances, etc.) cannot be over emphasized. The receipt and interpretation of such reports is the function of the Division of Emergency Management. Detailed procedures for most events are found in the ECC.
3. Test the Warning System at scheduled intervals to assure proper operation.
4. Implement any warning training as may be required.
5. Maintain liaison with all agencies and departments within the County who have a warning responsibility assigned by the Board of County Commissioners, including preparation of a statement for door-to-door warning.

STATEMENT OF CONCURRENCE

Annex ESF 14-A

Nov 2005

STATEMENT OF CONCURRENCE

EMERGENCY SUPPORT FUNCTION #14 - PUBLIC INFORMATION

The signature appearing below indicates the individual has the authority to commit resources of the agency represented and agrees to the functions and tasks prescribed for this ESF. Furthermore, concurrence also indicates adequate coordination with the Support Agencies listed during the four phases of emergency management (Preparedness, Response, Recovery and Mitigation). Should a Support Agency not accept their respective roles in this ESF, please notify the Division of Emergency Management by annotating the list below before completing and returning it to DEM for inclusion in the SRC ESF Plan.

PRIMARY AGENCY: Santa Rosa County Public Information Officer

_____	_____	_____
(Signature)	(Printed Name)	(Date)

SUPPORTING AGENCIES:

Santa Rosa County Division of Emergency Management

Santa Rosa County Administrator

Santa Rosa County Board of County Commissioners

Santa Rosa County Computer Department

Emergency Communications Director

E-911 Coordinator

Governor's Press Office

Santa Rosa County Amateur Radio Emergency Service

Florida Department of Children and Family Services

Florida Department of Elder Affairs (Santa Rosa Aging Services)

Florida Department of Transportation

Florida Department of Insurance

Florida Public Service Commission

Florida Association of Broadcasters

Emergency Alert System

**STATE OF FLORIDA COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN 2002**

APPENDIX XIV

ESF 14 – PUBLIC INFORMATION

Annex ESF 14-B

Nov 2005

2005

EMERGENCY SUPPORT FUNCTION



VOLUNTEERS AND DONATIONS

**VOLUNTEERS AND DONATIONS UNIT
HUMAN NEEDS BRANCH
LOGISTICS SECTION**

EMERGENCY SUPPORT FUNCTION: #15

STATE LEAD AGENCY: Florida Commission on Community Service

PRIMARY AGENCY: Retired and Senior Volunteer Program (RSVP)

SUPPORT AGENCIES: Santa Rosa County Division of Emergency Management
American Red Cross of Northwest Florida
Department of Children and Families
Salvation Army
Voluntary Organizations Active in Disaster (VOAD/ES)
United Way of Santa Rosa County
Santa Rosa County CERT

I. INTRODUCTION

A. Purpose

Analyzes and maintains the status of unmet needs and expedites the delivery of voluntary goods and services to support the relief effort in a disaster area in a manner consistent with the provisions of Emergency Management directives and decisions.

B. Scope

The scope of this ESF is two-fold: To coordinate response /recovery efforts as related to volunteers (pre-assigned and convergent) and to assure the expeditious response/recovery delivery of donated goods to the affected area. This ESF is divided into the following sections:

1. Volunteers

2. Donations

C. Policies

D. Planning Assumptions

1. Volunteers

In planning for the potential impact of a major or catastrophic disaster event, local volunteers may be registered and pre-assigned to specific duties to meet anticipated needs. Immediately following the disaster, a system must be in place to solicit, receive, and coordinate the deployment of convergent volunteers from areas outside of the impacted area.

1. Donations

- a. Following a disaster, the establishment and operation of a relief center in the area is a responsibility of the Director, Division of Emergency Management, and the ESF-15 representative in the EOC.
- b. The State Coordinating Officer will designate the county in which the Florida Regional Relief Center is to be established.
- c. The Director of Emergency Management of that county will be designated by the SCO, as the Director of the Florida Regional Relief Center and shall perform his or her duties under the direction of that office.

II. CONCEPT OF OPERATIONS

A. General

Santa Rosa County is vulnerable to a wide range of disasters that could require an inordinate number of volunteers to provide for the relief of human suffering. Disasters which could require the establishment of a Florida Regional Relief Center (FRRC) for the timely distribution of food, water, medicine and other commodities into the neighborhoods of a devastated area. Within the immediate post-disaster environment of an impacted area, the governor mental and societal infrastructure is damaged to the extent that control, reception and proper disposition of essential relief supplies by disaster victims themselves is extremely difficult. Whereas, in areas contiguous to or sometimes remote from the disaster area, an off-site staging area can be established to effectively manage and transship relief supplies to field distribution points established in the disaster area. Under such circumstances, resources, utilities, communications and, most importantly, thousands of area resident volunteers, unaffected themselves by the disaster, are readily available to make such an operation a success.

B. Organization

1. Volunteers and Donations (ESF-15) will maintain a 24-hour presence in the EOC.
2. Constant coordination with all agencies and facilities must be stressed.

C. Notification

Volunteers and Donations (ESF-15) will not be activated in every disaster, however, when activated the Division of Emergency Management the following actions will occur.

1. Level 3: During this phase the Retired and Senior Volunteers Program (RSVP), as lead agency, will check the contact list to ensure its accuracy and to make courtesy calls to support agencies to provide status information for the event.
2. Level 2: During this phase the Retired and Senior Volunteers Program (RSVP) is responsible for notifying essential voluntary agencies. These support agencies then notify their local, regional, and national offices per their plans.
3. Level 1: This level includes a full activation of the Emergency Operation Center (EOC). All participating Volunteers and Donations (ESF-15) agencies will be notified. Some voluntary agencies will not come to the EOC, but will have a vital part of the overall County response. These agencies are included because of their field support activities.
4. The Primary Agency will commence contact with supporting agencies and counterparts at the SEOC and adjacent counties as soon as feasible.

III. EMERGENCY SUPPORT FUNCTIONS

A. Preparedness

1. Maintain and distribute as necessary, a roster of agency contacts and support personnel.
2. Primary and support agencies should participate in disaster operations training. See State web site for training class schedules (<http://www.dca.state.fl.us/fdem/>).
3. Recruit leadership volunteers by geographic areas.

4. Communicate and plan with support agencies on matter that relate to volunteer resources and to provide networking support on a statewide basis.
5. Provide identification for all volunteers.
6. Provide and maintain records of all volunteers and the agency to which they area assigned.
7. Advise Emergency Management Office of any ESF support required in the management of volunteers.

B. Response

1. Inventory, update, and maintain a database of offers of services, goods, and monetary donations.
2. Liaison with other Emergency Support Functions regarding available donated resources.
3. Maintain a daily log of activities and action plans, including scheduling staff and submitting Situation Reports information to Infromation and Planning (ESF-5).
4. Assist in the coordination of field activities related to donated foods and services including the Donation Hot Line, Data Base, Regional Relief Center, Staging Area, and volunteer/donations liaisons.
5. Ensure appropriate information intended for public distribution is made to Public Information (ESF -14) dissemination throughout the media.
6. Receive request from governmental, non-profit, and service agencies assigned responsibilities for the implementation of any part of the County's Comprehensive Emergency Management Plan.
7. Coordinate with the Emergency Management Division for the prioritization of volunteer resources when there is a shortfall in volunteer resources available.
8. Assume responsibility to manage volunteers of various abilities in an organized manner.
9. Advise County Emergency Management of any serious problems encountered that effect individual volunteers.
10. Coordinate with support agencies to task and utilize volunteer resources.

B. Recovery

1. The Regional Recovery Center(s) will be established to serve as reception centers for resources and to properly disburse goods and materials to the affected areas.
2. Local staging areas will be established to facilitate disbursement of goods and services of the impacted areas. These staging areas might also serve as storage depots.
3. Security in the area will be instructed to admit only volunteers with proper identification, i.e., a voluntary organization I.D. or special State of Florida volunteer patch or logo. These logos will be issued at voluntary agency reception centers or staging areas.
4. Any unmet needs will be identified with specific requests coordinated with Resource Support (ESF-7) and Public Information (ESF-14) through a message log request.
5. Volunteer operations will provide recovery related support.

C. Mitigation

1. Promote Volunteer Organizations Active in disasters (VOAD)
2. The manning of telephones necessary to receive incoming response to post-disaster volunteer solicitation
3. Establish a data bank of volunteer registration through the use of Volunteer Coordination Registration Form (Refer to Attachment I)

IV. RESPONSIBILITIES

A. Primary Agency

1. Retired and Senior Volunteers Program (RSVP or their authorized representative will provide continued coverage at the EOC to coordinate incoming goods and people and assign goods and people to the areas of need based upon priority as established by the Coordinator.

2. Make the decision on where assembly area for goods and people will be located. The sites are usually the local fire departments as close to the affected area as possible.
3. Coordinate with other ESF(s) to determine available resources and needs.
4. Act as liaison between the EOC and SEOC for all volunteer and donation activity.
5. Identify and facilitate resolution of area responsibility among agencies involved.
6. Assist voluntary agencies in getting needed services or goods.
7. Maintain contact with municipal liaisons to determine assistance needed and available resources.
8. Provide direction on policy issues.
9. Coordinate with Public Information (ESF-14) for releases to request or discourage specific items.
10. Coordinate with other ESF(s) to determine needs that could be filled by Volunteers and Donations (ESF-15).

B. Support Agencies

1. *Santa Rosa County Division of Emergency Management*

Notify Primary Agency of activation of the Emergency Operation Center.
Establish liaison with the County Volunteer Coordinator responsible for coordination of volunteer effort within the Emergency Operation Center.

2. *American Red Cross of Northwest Florida*

- a. Coordinate with Mass Care (ESF-6) and Health and Medical (ESF-8) to determine needs that could be filled by Volunteers and Donations (ESF-15).
- b. Coordinate with RSVP and identify unmet volunteer needs.
- c. Establish and maintain liaison with County Emergency Operating Center.

3. *Department of Children and Family Services*

4. *Salvation Army*
 - a. Provide liaison to the County Emergency Operation Center.
 - b. Assist with warehousing and distribution of donated goods.
 - c. Provide the toll-free number for Volunteer/Donations Hotline information.
 - d. Coordinate with local offices to identify unmet needs.
5. *Volunteer Organizations Active in Disasters (VOAD/ES)*
 - a. Provide a liaison to the various staging areas, if possible
 - b. Coordinate with local VOAD agencies to determine disaster related needs/resources
 - c. Coordinate Post-Disaster Committee meetings to assess ongoing and unmet needs
6. *United Way*
 - a. Provide volunteers and control funds.
 - b. Establish and maintain liaison with the County's Emergency Operating Center.
7. *Santa Rosa County CERT*
 - a. Provide volunteer staffing and services for established Volunteer Reception Centers.

V. FINANCIAL MANAGEMENT

Voluntary agencies should maintain logs and journals on all activities as they concern financial matters.

VI. AUTHORITIES

- A Chapter 252, Florida Statutes
- B. Florida Comprehensive Emergency Management Plan

- C. Santa Rosa County Emergency Management Ordinance No. 93-13
- D. Public Law 100-707, the Robert T. Stafford Disaster Relief and Emergency Assistance Act

ATTACHMENT I

VOLUNTEER COORDINATION REGISTRATION FORM

NAME _____

HOME ADDRESS _____

TELEPHONE _____

I am willing to be "On Call" for manning the Donations Hot Line?

___ Yes ___ No

I will be involved in the coordination of community volunteers?

___ Yes ___ No

I will be involved in the staging and operation of the Relief Center?

___ Yes ___ No

Specific area of expertise: _____

Please return this by _____ to:
(DD/MM/YY)

Name: _____

Retired and Senior Volunteers Program (RSVP): _____

Address: _____

Fax Number _____

STATEMENT OF CONCURRENCE

Annex ESF 15-A

Nov 2005

STATEMENT OF CONCURRENCE

EMERGENCY SUPPORT FUNCTION #15 - VOLUNTEERS AND DONATIONS

The signature appearing below indicates the individual has the authority to commit resources of the agency represented and agrees to the functions and tasks prescribed for this ESF.

Furthermore, concurrence also indicates adequate coordination with the Support Agencies listed during the four phases of emergency management (Preparedness, Response, Recovery, and Mitigation). Should a Support Agency not accept their respective roles in this ESF, please notify the Division of Emergency Management by annotating the list below before completing and returning it to DEM for inclusion in the SRC ESF Plan.

PRIMARY AGENCY: Retired and Senior Volunteer Program (RSVP)

_____	_____	_____
(Signature)	(Printed Name)	(Date)

SUPPORTING AGENCIES:

Santa Rosa County Division of Emergency Management

American Red Cross of Northwest Florida

Department of Children and Family Services

Salvation Army

Voluntary Organizations Active in Disasters (VOAD/ES)

United Way of Santa Rosa County

Santa Rosa County Community Emergency Response Team
(CERT)

STATE OF FLORIDA COMPREHENSIVE EMERGENCY MANAGEMENT PLAN 2000

APPENDIX XV

ESF 15 – VOLUNTEERS AND DONATIONS

Annex ESF 15-B

Nov 2005

2005

EMERGENCY SUPPORT FUNCTION



LAW ENFORCEMENT AND SECURITY

**LAW ENFORCEMENT AND SECURITY UNIT
PUBLIC SAFETY BRANCH
OPERATIONS SECTION**

EMERGENCY SUPPORT FUNCTION: #16

STATE LEAD AGENCY: Department of Law Enforcement

PRIMARY AGENCY: Santa Rosa County Sheriff's Office

SUPPORT AGENCIES: Municipal Police Department
Florida Highway Patrol
Florida Department of Law Enforcement
Florida Department of Transportation
Florida Game and Fresh Water Fish Commission
Florida National Guard
Florida Bureau of Motor Carrier Compliance
Santa Rosa County Code Enforcement
Santa Rosa County Environmental Control

I. Introduction

A. Purpose

The purpose is to establish procedures for the command, control, and coordination of county, municipal, and state law enforcement personnel and equipment to support emergency/disaster response operations. Law Enforcement and Security (ESF-16) coordinates with the Florida National Guard and other external law enforcement agencies in support of security missions and other law enforcement agency activities; Implements actions as outlined in the Florida Mutual Aid Plan for law enforcement pursuant to Chapter 23.123 1, the Florida Mutual Aid Act

B. Scope

1. This ESF applies to natural or man-made disasters/emergencies whenever a local law enforcement agency requires law enforcement assistance from county, state or any other jurisdiction in either declared or undeclared emergencies.
2. The scope of Law Enforcement and Security (ESF-16) is to coordinate the overall activities of the county's law enforcement agencies with state/federal governments as well as the county's Emergency Operations Center (EOC).

C. Policies

1. To facilitate the implementation of a county law enforcement mutual aid plan which provides for the command, control, and coordination of law enforcement planning, operations and mutual aid.
2. To coordinate the use of state law enforcement and Florida National Guard personnel and equipment
3. To provide a system for the receipt and dissemination of information, data, and directives pertaining to activities among law enforcement agencies.
4. To prescribe a procedure for the inventory of law enforcement personnel, facilities, and equipment in the county
5. To collect and disseminate information and intelligence relating to disasters or emergencies, either existing or pending.
6. To pre-plan distribution and allocation of state resources in support of the overall law enforcement mission

D. Planning Assumptions

1. There will be an immediate and continuous demand for law enforcement and security. The demand will eventually exceed the capabilities of the affected local law enforcement agencies.
2. Police agencies may request assistance from the Sheriff's office or other law enforcement agencies with which they have existing Mutual Aid Agreements.
3. The affected Sheriff may request assistance from other Sheriffs through the pre-existing Florida Sheriff's Statewide Mutual Aid Agreement.
4. When the Governor declares an emergency, assistance may be obtained from any city or county police department throughout the state pursuant to FSS 23.1225 (5a), Florida Statutes.
5. State law enforcement and Florida National Guard resources also may be sought by the affected local law enforcement agencies in addition to other requested assistance. Florida National Guard resources and state law enforcement may be requested by local law enforcement through FDLE on a mission-oriented basis.

II. Concept Of Operations

A. General

1. During declared states of emergency, the Santa Rosa County Sheriff's Office is responsible for implementing Law Enforcement and Security (ESF-16's) functions. During activation a representative of the SRCSO will be available in the EOC to respond to requests for support. This individual(s) will staff the Law Enforcement and Security (ESF-16) workstation, will identify which support agencies are required, and will take steps to assure that support agencies are activated or on alert as appropriate.
2. During the aftermath of a major/catastrophic emergency, law enforcement responders will assess the situation to identify resources, personnel, and types of assistance required for recovery operations. The initiation of a situation/damage assessment will be undertaken by the EOC and Law Enforcement and Security (ESF-16) in order to:
 - a. Support the needs of responding agencies.
 - b. Provide an assessment of disaster impact data to include:
 - a. The identification of boundaries for the damaged area
 - b. Distribution, type and severity of damages
 - c. Status of critical facilities
 - d. Location and ingress/egress routes to staging areas
 - c. When selecting staging areas the availability of shelter, sanitary facilities, water, and telephones must be considered.
 - d. Provide a general assessment of law enforcement operations throughout the county.
 - e. Select or validate the status of operating facilities such as:
 - (1) Command Post locations.
 - (2) Potential reception areas.
 - (3) Potential staging areas.
 - (4) Potential distribution points.
3. During the initial aftermath of a major/catastrophic emergency, the main source for disaster information will be the field personnel. Pertinent information regarding the situation will be collected by Law Enforcement and Security (ESF-16) at the EOC and distributed to field personnel.

B. Organization

1. Federal Level

The State EOC will direct state level Law Enforcement and Security (ESF-16) to provide a representative to the Federal Disaster Field Office (DFO) once it is opened. Any request for federal assistance must be made through the State Law Enforcement and Security (ESF-16).

2. State/Regional Level

At this level, Law Enforcement and Security (ESF-16) will be organized in accordance with the State Comprehensive Emergency Management Plan (CEMP) and the Florida Mutual Aid Plan for law enforcement. Any request for assistance must be made to the state EOC Law Enforcement and Security (ESF-16) primary agency. The state primary agency for Law Enforcement and Security (ESF-16) is the Florida Department of Law Enforcement (FDLE). In addition, when a regional reception and staging area has been established, representation of Law Enforcement and Security (ESF-16) by the state may be initiated at that location.

3. County Level

The County Law Enforcement and Security (ESF-16), with the County Emergency Operations Center, is responsible for all Law Enforcement and Security (ESF-16) activity subjects only to the guidance and direction of the Sheriff, the County EOC, and the policies of this plan.

4. Municipal Level

Municipal law enforcement agencies will coordinate directly with the Law Enforcement and Security (ESF-16) representative in the EOC for coordination and implementation of operations, for resources, and for support.

C. Notification

1. Initial-Initial notification will be sent by the EOC, advising the stage of activation. Further notification of additional agencies/personnel will be evaluated and accomplished based on the situation.
2. Lead and Primary Agency-The Law Enforcement and Security (ESF-16) representative will notify affected law enforcement agencies as required to begin mobilization of resources and personnel, and to commence emergency preparations.

3. Support Agencies-All municipal and state law enforcement agencies will commence mobilization of resources to support Law Enforcement and Security (ESF-16) in accordance with each agency's respective standard operating procedures.

III. EMERGENCY SUPPORT FUNCTIONS

A. Response

Initial Actions

1. Law Enforcement and Security (ESF-16), under general direction of the Sheriff's Office, will be responsible for the overall coordination of local security efforts. The Sheriff, or his designee, will have at his disposal personnel, equipment, and other resources available through Law Enforcement and Security (ESF-16).
2. Requests for additional law enforcement/security resources (including the Florida National Guard) will be coordinated through Law Enforcement and Security (ESF-16) and the Emergency Operations Center.
3. If the impact area can be determined, such as with hurricanes, personnel from state law enforcement agencies and the FNG may be pre-deployed to a location proximate to the anticipated disaster area.
4. Depending on conditions, FNG troops may be activated and placed in armories within the anticipated disaster area to facilitate their rapid deployment into the field.
5. Pre-staging of law enforcement resources will be the responsibility of each individual agency. All cities will stage resources under their control in locations that are as safe and secure as possible.

Continuing Actions

1. Once emergency conditions subside, local and state law enforcement and FNG personnel will be deployed within the disaster area to:
 - a. Secure homes and businesses.
 - b. Deter looting.
 - c. Direct/control traffic.
 - d. Enforce curfews.
2. Officers will be in uniform unless otherwise directed.

3. Shifts will be 12 hours, seven days a week, unless otherwise directed by the senior law enforcement officer for individual agencies. It is recommended this schedule be used for no more than two (2) weeks.
4. As participating personnel arrive at the staging areas they will be assigned to squads. Squads may be formed without regard for the locality from which the officer reported. The determination of squad composition is at the discretion of the field commander. Once formed, the squad will maintain its integrity for the duration of the emergency.
5. Police Auxiliaries/Reservists will be formed into a pool organized by squads. Police auxiliaries will not be used in hazardous duty areas without express permission from the Law Enforcement and Security (ESF-16) commander. Normally, they will be assigned to perimeters, security functions or staff assignments.
6. All vehicles arriving at staging areas will have an operator assigned for the duration of the working tour and/or emergency.
7. As additional shelters, food distribution sites, disaster application centers, fixed and mobile feeding sites, and other facilities providing humanitarian services are established; Law Enforcement and Security (ESF-16) should anticipate a high volume of requests to provide security.
8. To make the most efficient use of limited security resources, state and local decision-makers should make every effort to concentrate humanitarian relief services into certain areas and to establish new humanitarian relief facilities in areas where security is already in place.
9. Law Enforcement and Security (ESF-16) will assist local law enforcement agencies in the enforcement of established curfews. Only those persons with some form of official emergency credentials will be allowed to move about the disaster area after curfew.
10. Law Enforcement and Security (ESF-16) will coordinate closely with ESF-7 (Resource Support) to ensure adequate supplies of fuel for emergency vehicles.
11. Law Enforcement and Security (ESF-16) will coordinate closely with ESF-7 (Resource Support) and ESF-1 (Transportation) to ensure the availability of trained mechanics and technicians to conduct necessary repairs.

Security Actions

1. Security for stationary locations must be a high concern for Law Enforcement and Security (ESF-16). All available resources will be utilized to provide security for the following situations/locations pending the available personnel.
 - a. Shelters
 - b. Staging Areas
 - c. Feeding Sites
 - d. Other Mass Care Facilities
2. Initial security for shelters will be provided by the lead agency with assistance from the cities where the shelters are located.
3. Initial security for staging areas will be provided by the lead agency with assistance from the cities where the staging areas are located.
4. Initial security for all other care sites that develop will be provided by the lead agency from the city where the site is located.
5. As outside law, enforcement assistance arrives within the impact area, Law Enforcement and Security (ESF-16) will coordinate the use of these assets for security at stationary sites. This will allow county law enforcement personnel to return to their respective cities and resume recovery/patrol efforts.

Perimeters

1. In order to protect the integrity of an unusual occurrence area, perimeters may be established. The size and number of personnel needed to maintain any perimeter will be determined by the On-Scene Commander. There are two (2) types of perimeters:
 - a. Inner perimeter - used to establish strictest control area.
 - b. Outer perimeter - used to establish a larger area for security or evacuation.
2. Control of the perimeter around an emergency is one of the primary concerns of the On-Scene Commander. The agency acting as the primary control force is responsible for determining whether public access is allowed into the endangered area and, if allowed, what criteria will be used for entry. To ensure decisions and communications regarding this matter are fully understood, all involved agencies should use liaison officers.

Entry Control Point

1. An entry control point will be established as near as practicable to the Field Command Post and will be manned by a police officer. All persons will be directed to the entry control point for access. The entry controller's duties include:
 - a. Taking direction from the On-Scene Commander and/or delegate
 - b. Controlling access into the affected area by allowing entry only to those persons authorized by a competent authority

Perimeter Control Point

1. Officers may have the task of taking up a perimeter control point. Duties include:
 - a. Taking direction from the On-Scene Commander and/or delegating
 - b. Allowing no persons access into the affected area.
 - c. Directing all persons requesting access into the affected area to the entry controller

Entry/Exit Procedures

1. The procedures for entry/exit into the affected area will be determined by the On-Scene Commander and/or delegate.

Types of Access

1. The type of access will depend upon the conditions as viewed by the On-Scene Commander. The decision to establish a perimeter must be coupled with a decision regarding public access. The two options available are:
 - a. No-Access: Prohibits unauthorized persons from entering the closed area. When a no-access determination is made our actions will include:
 - (1) Establishing the perimeter and entry control points of the closed area.
 - (2) Warning residents and directing concerned evacuees to evacuation centers.
 - (3) Aiding and rescuing endangered persons.

(4) Patrolling the interior (when possible)

- b. Limited-Access: Allows persons into the closed area according to the criteria established by the On-Scene Commander. When a limited access determination is made, in addition to the above actions, entry authorization armbands may be issued and the number of people allowed into the closed area will be monitored.

Control Band Colors:

Red - Fire Personnel
Gold - Law Enforcement Personnel
Green - Other Officials

Entry Criteria

- 1. The On-Scene Incident Commander establishes entry criteria, if limited access is allowed through the perimeter. The entry criteria define those persons who will be allowed through the perimeter and whether motor vehicles are to be restricted. Selected persons may be admitted entry, especially those who could reduce the volume of duties assigned to officers and those who could assist in restoring the involved area to normal. These persons may include:
 - a. Residents with valid identification
 - b. Public utility employees
 - c. Persons with press passes
 - d. Owners, managers, and employees of businesses located within the perimeter

Traffic Control

- 1. Officers may have the task of establishing traffic control points. A traffic control point may also be a perimeter point. The duties of establishing a traffic control point include:
 - a. Keeping roadways/intersections clear for emergency vehicles.
 - b. Provide traffic flow assistance to large-scale evacuation vehicles (i.e. Mass Transit/School Board buses).
 - c. Preventing unnecessary traffic from entering the affected area

Entry /Exit Procedures

The On-Scene Commander and/or delegate will determine entry/exit procedures into the affected area. Officers may be tasked to allow entry of emergency vehicles and exit of nonessential personnel/evacuees.

B. Recovery

Search and Rescue Activities

1. Search and rescue activities involve locating and rescuing persons who are trapped, endangered, disabled, or isolated because of an emergency. ESF-9 (Search and Rescue) will coordinate the provision of personnel, equipment, and other resources as necessary to support local search and rescue operations.
2. Based on needs communicated by affected municipalities, Law Enforcement and Security (ESF-16) will work closely with its state counterparts to provide necessary personnel, equipment, and other resources. Law Enforcement and Security (ESF-16) will establish contact with fire/rescue coordinators within the affected area(s) and will work closely with Search and Rescue (ESF-9) to make sure affected areas are marked and secured.
3. Law Enforcement and Security (ESF-16) and Search and Rescue (ESF-9) will also work with ESF-8 (Health & Medical Services) to make sure that safe/secure emergency medical treatment and medical triage sites are available for those rescued, and appropriate secure medical facilities for continued treatment and care are available.

Re-entry into Impacted Areas

The number one priority for Law Enforcement and Security (ESF-16) will be securing and controlling re-entry into the impacted areas, and mobilization of support for search/rescue and damage assessment teams entering the evacuated areas. These operations will be the first response elements programmed for re-entry. No other government or private sector activity (i.e. debris clearance, utility restoration) will be allowed to reenter the evacuated areas until these operations have been completed.

Interdiction

1. In the immediate aftermath of a major/catastrophic emergency, and at the direction of the EOC, Law Enforcement and Security (ESF-16) will affect the control and restriction of all major ingress routes into the impacted

areas up to and including countywide interdiction, if deemed necessary. This action will be implemented with the concurrence of the State EOC and in cooperation with the local State law enforcement command post.

2. Additional resources and manpower requirements needed to execute this operation will be determined immediately after the major/catastrophic emergency has occurred. The determination will be based on an assessment of the size of the impact area. These requirements will be included in the request to the State EOC for performance of relief missions by the FNG.

Curfews

In support of security operations being conducted by Law Enforcement and Security (ESF-16), a curfew can be acted for the affected areas by Governor's executive order and local proclamation. The length and duration of a curfew will depend on the extent of damage experienced and the progress of recovery.

Continuing Actions

Law enforcement personnel will continue to be provided for related activities.

Mass Arrest

The Santa Rosa Sheriffs Office, in support of all municipal agencies, will respond to requests to assist in the transportation and holding of subjects arrested.

C. Mitigation

IV. RESPONSIBILITIES

A. Primary Agency

1. The Santa Rosa Sheriffs Office, as the Primary Agency, will coordinate with the support agencies in directing law enforcement resources and coordinating requests for law enforcement support.
2. Coordination will be made with ESF-3 (Public Works and Engineering) for traffic control signs/signals at locations where they are needed for general navigation through and around the disaster area.
3. ESF-7 (Resource Support) and ESF-15 (Volunteer and Donations) will supply information pertaining to potential volunteer groups, contract vendors and other entities that may be able to supplement local resources.

B. Support Agencies

Support law enforcement agencies to Law Enforcement and Security (ESF-16) will perform missions in accordance with their internal operational procedures and coordinate mutual aid requests through the County EOC.

STATEMENT OF CONCURRENCE

Annex ESF 16-A

Nov 2005

STATEMENT OF CONCURRENCE

EMERGENCY SUPPORT FUNCTION #16 - LAW ENFORCEMENT AND SECURITY

The signature appearing below indicates the individual has the authority to commit resources of the agency represented and agrees to the functions and tasks prescribed for this ESF.

Furthermore, concurrence also indicates adequate coordination with the Support Agencies listed during the four phases of emergency management (Preparedness, Response, Recovery and Mitigation). Should a Support Agency not accept their respective roles in this ESF, please notify the Division of Emergency Management by annotating the list below before completing and returning it to DEM for inclusion in the SRC ESF Plan.

PRIMARY AGENCY: Santa Rosa County Sheriff's Office

_____	_____	_____
(Signature)	(Printed Name)	(Date)

SUPPORTING AGENCIES:

Municipal Police Departments

Florida Highway Patrol

Florida Department of Law Enforcement

Florida Department of Transportation

Florida Game and Fresh Water Commission

Florida National Guard

Florida Motor Carrier Compliance

Santa Rosa County Code Enforcement

Santa Rosa County Environmental Control

**STATE OF FLORIDA COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN 2000**

APPENDIX XVI

ESF 16 – Law Enforcement and Security

Annex ESF 16-B

Nov 2005

2005

EMERGENCY SUPPORT FUNCTION



ANIMAL PROTECTION AND AGRICULTURE

ANIMAL PROTECTION AND AGRICULTURE

EMERGENCY SUPPORT FUNCTION: #17

STATE LEAD AGENCY: Department of Agriculture and Consumer Services

PRIMARY AGENCY: Santa Rosa County Animal Services

SUPPORT AGENCIES: Santa Rosa County Extension Service
Santa Rosa County Sheriff's Office
Gulf Breeze Zoo
Area Veterinarians
State Veterinarian Office

I. INTRODUCTION

A. Purpose

Provide for the coordination of local resources to small pet, livestock, and exotic animal care needs before, during, and following a significant natural or technological disaster. Support is coordinated by Santa Rosa County Animal Services for small animals and by Santa Rosa County Extension Service for large animals.

Animal issues are often overlooked in the planning process for disasters. This lack of planning, caused by the belief that animals can fend for themselves, leads to serious problems when these animals are forced from their habitats due to injury or hunger. By developing operational procedures to care for these animals prior to such an event, this ESF will help reduce animal-related problems in emergencies.

B. Scope

1. Animal Protection and Agriculture (ESF-17) will provide overall management, coordination, and prioritization of countywide Animal Services and assets to support pet and livestock needs in the event of a major emergency or disaster. Animal-related services under this Annex are categorized in the following functional areas:
 - a. Investigate animal bites and provide rabies control.
 - b. Assist in the capture of animals that have escaped confinement, or have been displaced from their natural habitat.

- c. Assist emergency response teams with animal-related problems.
 - d. Provide humane care and handling of animals before, during, and after disasters by providing emergency animal shelters as well as treatment/euthanasia assistance stations.
 - e. Procure appropriate equipment and resources for pre- and post-disaster sheltering and rescue of horses and farm animals.
 - f. Provide emergency care to all injured animals.
 - g. Remove and properly dispose of animal carcasses.
 - h. Release information to the public regarding such issues as quarantine areas, rabies alert, public service information announcements, etc.
2. In summary, issues requiring consideration include but not limited to:
- a. Assessment of animal needs.
 - b. Disease Control/Epidemiology.
 - c. Animal care personnel.
 - d. Public information release.
 - e. Deceased animal identification/disposal.
 - f. Resources:
 - (1). State Veterinarian Office - 1-877-815-0034
 - (2). Escambia County Animal Services -
 - (3). "P.A.W.S Okaloosa Animal Services

C. Policies

- 1. The primary and support agencies of this ESF must plan to self sufficient as feasibly possible during the first 72 hours following an event, as there may be limited assistance.
- 2. Animal Protection and Agriculture (ESF-17) will provide animal assistance using its primary and support agency authorities and capabilities, and via coordination with other ESF to support its missions.

Animal Protection and Agriculture (ESF-17) will allocate available resources to each mission based upon priorities identified by the Emergency Operations Center (EOC).

3. If sufficient animal assistance resources are not available within this ESF, then Animal Protection and Agriculture (ESF-17) will request assistance from the State EOC, through the Santa Rosa County EOC, and from the regional office of the Humane Society of the United States.

D. Planning Assumptions

1. Human lives may be lost due to the refusal of owners to evacuate without their pets or livestock. Public education by the County and animal-related organizations is needed to make the people aware that County pet sheltering facilities are not available and that they must plan for the care of their animals. Many people are reluctant to abandon their pets. Some, if unable take their pets may prefer to weather the storm in an unsafe structure or vehicle rather than leave their pets. This is particularly true of the elderly.
2. Some people will abandon their pets during disaster. This includes unscheduled drop offs at animal facilities. Most animal shelters, veterinarians, and boarding kennels will likely be at full capacity and therefore, should not be considered as an alternate source of animal evacuation.
3. Post-disaster planning addresses operations for a seven-day period. After seven days, augmentation from mutual aid will supplement county resources. The large number of homeless/injured pets, livestock and exotic animals would be a health and nuisance/bite threat, which would necessitate a response to address the capture and subsequent sheltering of these animals. Emergent individuals and groups will assist to provide animal services to supplement established organizations. Such services include collection, boarding, and reunification.
4. Triage and treatment of sick and injured animals to include euthanasia, if necessary, would have to be accomplished by veterinarians and certified staff.
5. Commercial pet/livestock food would need to be imported into the county by prior arrangement with vendors. Food drops for wild animals would be organized by various wild animal-related groups and state agencies.
6. The accumulation of animal waste and carcasses must be removed to approved solid waste dumping sites.

7. The accumulation of animal carcasses throughout the County must be removed to approved solid waste dumping sites and/or burned on site.
8. Resources within the affected disaster area will be inadequate to handle injuries/casualties. Additional mobilized capabilities will urgently be needed to supplement and assist in the triage and treatment of animal casualties in the disaster area.
9. Adjacent counties cannot provide any capabilities in any situation other than a small or local incident.

II. CONCEPT OF OPERATIONS

A. General

Requests for Animal Services assistance will be telephonically submitted to the Animal Services during office hours. During non-office hours, calls taken by E911 dispatcher and on-call Animal Services Officer notified. At the time of the activation of the EOC, this ESF will be staffed on a 24-hour basis to interface and communicate with other agencies and to prioritize assistance requests. The Director of Animal Services or a designee will be at the EOC to coordinate actions with other agencies represented in the EOC.

B. Organization

The Santa Rosa County Director of Animal Services or designee at the Emergency Operations Center is responsible for all activities within this ESF. All volunteer animal-related agencies will coordinate directly with this ESF at the EOC.

C. Notification

1. Initial notification will be sent by the Emergency Operations Center to Santa Rosa County Animal Services as the primary agency of this ESF.
2. Immediately following notification to activate this ESF, Santa Rosa County Animal Services will complete the following:
 - a. Ensure necessary emergency operating facilities and reporting systems are established.
 - b. Establish communications with the EOC, obtain status reports, contact the Santa Rosa County Extension Service, and contact Santa Rosa County Sheriff's Office.
 - c. Contact area veterinarians and kennels.

- d. Contact the Santa Rosa Wildlife Rescue (Helping Our Wildlife, Inc.) and the Humane Society of the United States, Southeast Regional, Office, and Tallahassee.
 - e. Provide appropriate representation to the EOC.
- 3. Immediately following notification by Santa Rosa County Animal Services to commence response actions for this ESF, each support agency will complete the following:
 - a. Staff facilities as per each individual agency disaster/recovery plan
 - b. Provide for a call down of each agency's staff
 - c. Provide for on-going needs relative to each agency's designated area responsibility
 - d. Provide personnel and resources for assessment and field teams as required

III. EMERGENCY SUPPORT FUNCTIONS

A. Response

- 1. During this phase, animal-related services will become more generalized. Animal Protection and Agriculture (ESF-17) will proceed with assistance on a limited basis and participate with damage assessment teams. Additionally, due to the complexity of injured, dead, and nuisance animal problems, conditions may require special expert advisory groups. Animal Protection and Agriculture (ESF-17) will coordinate advice from expert advisors and will determine specific strategies to manage and respond to these situations.

a. Sheltering

i. Owner Options

The responsibility for providing safe shelter for animals ties with the owner. Owners who must evacuate are encouraged to make arrangements ahead of time for pet evacuation and are advised of the following options:

- (1) Stay with friends or family members in a safe area.

- (2) Make reservations at a hotel, which will accept pets (a list is available from the Santa Rosa County Animal Services and posted on the County web site).
- (3) Arrange to board animals at a kennel or veterinary clinic.
- (4) Relocate larger animals to open pasture areas.
- (5) Pet disaster information is available on the County web site.

b. Emergency Sheltering

Animal Protection and Agriculture (ESF-17) will coordinate with Transportation (ESF-1) and Mass Care (ESF-6), to provide support in sheltering animals whose owners will not evacuate without their pets. Animals may be placed at an Animal Services shelter.

NOTE: OTHER THAN SERVICE ANIMALS, PETS ARE NOT ALLOWED IN ANY SHELTERS OR EVACUATION CENTERS IN THE COUNTY. Animal Services, to the extent possible, will accept pets from those seeking safety in ARC shelters.

B. Recovery

1. Animal Protection and Agriculture (ESF-17) will immediately identify, mobilize, and deploy assessment representatives to the disaster areas(s) to determine the specific health and safety needs and priorities. Animal Protection and Agriculture (ESF-17) will coordinate with other ESF represented at the EOC to provide support to aid in the relief of nuisance and health related problems involving animals and their impact on human relief efforts.
2. Animal Protection and Agriculture (ESF-17) will continue to provide assistance in the following areas: capture of injured and displaced animals, sheltering, medical care, feeding, relocation, and reunification with owners, acquisition of additional food and supplies from vendors to support the relief efforts, continued coordination with other ESF for timely and proper carcass disposal.
3. Long-term animal issues include the return of animals to their owners or natural environment, long-term health recovery, and proper disposal of carcasses with the aid of Public Works department.

4. Animal Protection and Agriculture (ESF-17) will provide continued care of sheltered animals; provide an extended network for the adoption of unclaimed animals, and assist in the relocation of sick and injured animals to permanent facilities until normal operations return.

C. Mitigation

1. This phase would be the actual pre-impact care and sheltering of the animals. This would also include some public education.
2. During recent hurricanes in Florida, the impact of animal problems has exacerbated the human disaster. Some residents who refused to evacuate without their pets, lost their lives. Injured and dying animals posed extreme safety and health risks to the population and to rescue workers. Resources had to be diverted from other operations to meet the needs and problems. As a result, Santa Rosa County recognizes the need to plan for the care and needs of animals during a disaster.

a. Santa Rosa County Animal Protection Resources:

- i. Santa Rosa County Animal Services
- ii. Santa Rosa County Extension Service
- iii. Santa Rosa County Sheriff's Department
- iv. Florida Highway Patrol
- v. Milton Police Department
- vi. Gulf Breeze Police Department
- vii. Santa Rosa County Public Health Unit
- viii. Santa Rosa Wildlife Rescue (Helping Our Wildlife, Inc.)
- ix. Local Veterinarians
- x. Local Kennel Owners
- xi. Local Pet Store Owners
- xii. Local Stable/Farm operators
- xiii. Florida Game and Freshwater Fish Commission

- xiv. Regional Office of the Humane Society of the United States
 - xv. Concerned Residents/Volunteers
 - b. The resources will address three main areas of concern:
 - i. Public education on owner responsibilities and options
 - ii. Sheltering options
 - iii. Post-impact veterinary services
- 3. Santa Rosa County Animal Services has developed a public education brochure entitled “Pets and Hurricanes - Are You Prepared?” The brochure is available from Santa Rosa County Animal Services, the Division of Emergency Management, and local Veterinarians.

IV. RESPONSIBILITIES

A. Primary Agency

Santa Rosa County Animal Services is designated as team leader for this ESF and is responsible for the following:

- 1. Notifying, activating and mobilizing all agencies assigned to this ESF
- 2. Coordinating all support agency actions in performance of missions assigned to this ESF
- 3. Coordinating requests for assistance and additional resources necessary during performance of the mission with the appropriate agencies
- 4. Functioning as the County's representative/liaison to the Emergency Operation Center (EOC) for the activities and responsibilities carried out by the primary and support agencies of this ESF
- 5. Investigating all animal bites
- 6. Facilitating the transportation of injured, stray or nuisance animals to animal care facilities
- 7. Assisting emergency response teams with animal-related problems; making the arrangements for the removal and disposal of dead animals

8. Coordinating with the Santa Rosa County Public Health Unit for the release of public information regarding animals and related health issues
9. Enforcing the Santa Rosa County Animal Services Ordinance
10. Providing for quarantine of bite animals for observation
11. Impounding of animals roaming at large
12. Euthanizing sick and/or injured animals through assigned and authorized persons
13. Returning wild animals to their natural environment
14. Responding to animal-related inquiries
15. Investigating animal cruelty and neglect complaints

B. Support Agencies

1. All support agencies of this ESF are responsible for the following:
 - a. Notifying, activating, and mobilizing all personnel and equipment to perform or support assigned function.
 - b. Designating and assigning personnel for staffing of all facilities at which this ESF is required and providing representation when it is determined by the primary agency of this ESF to be necessary.
 - c. Coordinating all actions of the support agency with the primary when performing the assigned missions of this ESF
 - d. Identifying all personnel and resource requirements assigned missions, which are in excess of the support agencies' capabilities
2. In particular, the Santa Rosa County Extension Service will:
 - a. Maintain equipment and resources necessary to manage livestock in a disaster situation
 - b. Provide or arrange the transportation of livestock in the aftermath of a disaster
 - c. Assist in the establishment of housing for livestock and displaced animals

STATEMENT OF CONCURRENCE

Annex ESF 17-A

Nov 2005

STATEMENT OF CONCURRENCE

EMERGENCY SUPPORT FUNCTION #17 - ANIMAL ISSUES

The signature appearing below indicates the individual has the authority to commit resources of the agency represented and agrees to the functions and tasks prescribed for this ESF. Furthermore, concurrence also indicates adequate coordination with the Support Agencies listed during the four phases of emergency management (Preparedness, Response, Recovery and Mitigation). Should a Support Agency not accept their respective roles in this ESF, please notify the Division of Emergency Management by annotating the list below before completing and returning it to DEM for inclusion in the SRC ESF Plan.

PRIMARY AGENCY: Santa Rosa County Animal Services

_____	_____	_____
(Signature)	(Printed Name)	(Date)

SUPPORTING AGENCIES:

Santa Rosa County Extension Office

Santa Rosa County Sheriff's Office

Gulf Breeze Zoo

Area Veterinarians

**STATE OF FLORIDA COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN 2002**

APPENDIX XVII

ESF 17 – ANIMAL PROTECTION

Annex ESF 17-B

Nov 2005